



- Neil Wishinsky-  
Chairman
- Nancy A. Daly
- Benjamin J. Franco
- Nancy S. Heller
- Bernard W. Greene
- Melvin A. Kleckner –  
Town Administrator

# **BOARD OF SELECTMEN**

## **CALENDAR**

### **FOR**

## **TUESDAY, JANUARY 31, 2017**

## **SELECTMEN'S HEARING ROOM**

1. **OPEN SESSION**

- 6:00 P.M.** Question of whether the Board of Selectmen shall enter into Executive Session for the purpose of discussing litigation strategies in the matters of Prentice Pilot and Estifanos Zerai-Misgun v. the Town of Brookline et, al. and Gerald Alston v. the Town of Brookline, et al.

2. **PROPOSED EXECUTIVE SESSION**  
**LITIGATION**

For the purpose of discussing litigation strategies in the matter of Prentice Pilot and Estifanos Zerai-Misgun v. the Town of Brookline et, al. and Gerald Alston v. the Town of Brookline, et al.

3. **ANNOUNCEMENTS/UPDATES**

- 7:00 P.M.** Selectmen to announce recent and/or upcoming Events of Community Interest.

4. **PUBLIC COMMENT**

**Public Comment period for citizens who requested to speak to the Board regarding Town issues not on the Calendar.**

*Up to fifteen minutes for public comment on matters not appearing on this Calendar shall be scheduled each meeting. Persons wishing to speak may sign up in advance beginning on the Friday preceding the meeting or may sign up in person at the meeting. Speakers will be taken up in the order they sign up. Advance registration is available by calling the Selectmen's office at 617-730-2211 or by e-mail at [sorsini@brooklinema.gov](mailto:sorsini@brooklinema.gov). The full Policy on Public Comment is available at <http://www.brooklinema.gov/376/Meeting-Policies>*

**5. MISCELLANEOUS**

Approval of miscellaneous items, licenses, vouchers, and contracts.

- A. Question of approving the joint meeting minutes of January 5, 2017.**

**Question of approving the minutes of January 10, 2017.**

- B. Question of approving the minutes of January 24, 2017.  
Question of approving and executing an FY2017 Survey and Planning Grant application to the Massachusetts Historical Commission's Survey and Planning Grant program to conduct the first phase of a multi-phase survey update of cultural and architectural resources in the Greater Aspinwall Hill area of Brookline.**

- C. Question of granting four (4) Temporary Wine and Malt Alcoholic Beverages (Sales) Licenses as follows:**

**To Brookline Youth Hockey for a Brookline Youth Hockey Fundraiser to be held on Saturday, February 4, 2017 from 8:00pm-11:00pm at 40 Aspinwall Avenue (Brookline Teen Center).**

**To Vine Ripe Grill for a Birthday Party to be held on Saturday, February 4, 2017 from 7:00pm-11:00pm at 1281 West Roxbury Parkway.**

**To Vine Ripe Grill for a Meeting (21<sup>st</sup> Century Fund) to be held on Tuesday, February 7, 2017 from 5:00pm-8:00pm at 1281 West Roxbury Parkway.**

**To the Chamber of Commerce for a Chamber of Commerce Fundraising Event to be held on Thursday, February 9, 2017 from 5:30pm-8:30pm at 40 Aspinwall Avenue (Brookline Teen Center).**

**\*All applications pending police approval.**

- D. Question of authorizing the Chairman to execute a letter to Representative Joseph Kennedy III inviting him to speak at a special ceremony honoring three enslaved Brookline soldiers who fought at the Battle of Lexington.**

**6. CALENDAR**

**Review and potential vote on Calendar Items**



**6.1 SANCTUARY CITY**

**Discussion of a Statement regarding the  
Town of Brookline's Status as a Sanctuary Town.**

**7. BOARDS AND COMMISSIONS - INTERVIEWS**

**The following candidates for appointment/reappointment  
to Boards and Commissions will appear for interview:**

**Planning Board**

**Alan Mountjoy**

**Solid Waste Advisory Committee**

**Deane Cody**

**Kathleen O'Connell**

**8. BROOKLINE INTERACTIVE GROUP**

**Kathy Bisbee, Executive Director, Brookline Interactive  
Group (BIG), will appear to present BIG's Annual Report  
and a video showcasing highlights of BIG's achievements,  
programs, and services.**

**9. BROOKLINE COMMISSION FOR THE ARTS UPDATE**

**Amy Emert, Co-Chair of Brookline Commission for the  
Arts (BCA), will appear to present information regarding  
the search for a new Brookline Poet Laureate and a  
summary of the Massachusetts Cultural Council grants  
approved for Brookline by the BCA.**

**10. 1299 BEACON STREET – 40B ELIGIBILITY**

**Further discussion and approval of the Board of Selectmen's response  
to MassHousing's request for comments relative to the revised  
application for a Project Eligibility Letter to apply for a  
Comprehensive Permit at 1299 Beacon Street.**

**11. 8-10 WALDO STREET – 40B ELIGIBILITY**

**PUBLIC HEARING****8:00 P.M.**

**Public Hearing on the application of The Coolidge Residences at Brookline, LLC to MassDevelopment to secure a determination of eligibility to apply for a Comprehensive Permit at 8-10 Waldo Street.**

**12.****FY2018 BUDGET OBJECTIVES**

**Question of approving the Selectmen's FY2018 Budget Objectives.**

*The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services or activities. Individuals who need auxiliary aids for effective communication in programs and services of the Town of Brookline are invited to make their needs known to Lloyd Gellineau, Town of Brookline, 11 Pierce Street, Brookline, MA 02445. Telephone (617) 730-2328; TDD (617) 730-2327; or e-mail at [Lgellineau@brooklinema.gov](mailto:Lgellineau@brooklinema.gov)*

**6. JOINT MEETING OF THE SCHOOL COMMITTEE AND BOARD OF SELECTMEN TO INTERVIEW APPLICANTS TO TEMPORARILY FILL THE VACANT SEAT ON THE SCHOOL COMMITTEE**

The Joint Meeting of the Board of Selectmen and School Committee was called to order. School Committee members present: Ms. Ditzkoff (Chairman), Mr. Pollak (Vice Chairman), Mr. Chang, Ms. Charlupski, Dr. Jackson, Ms. Scotto, and Ms. Stram. School Committee members absent: Mr. Glover.

Selectmen present: Mr. Wishinsky (Chairman), Ms. Daly, Mr. Franco, Mr. Greene, and Ms. Heller (by phone).

The Boards interviewed the following candidates for the School Committee vacancy: Joshua Abrams, Amy Clark, Daniel Debowy, David Driscoll, Suzanne Federspiel, Craig Haller, Paul Harris, Jacob Jaffe, Scott Lipman, Hadassah Margolis, James Marshall, Elena Olson, and Julie Schreiner-Oldham. Each applicant made an opening statement that addressed one or more of the questions below and answered follow-up questions from Board members.

- 1) Why do you want to be a School Committee member? Describe what attributes, knowledge, or experience you bring that you believe add breadth and depth to the Committee. Are you planning on pursuing a full term on the School Committee in the May election?
- 2) What two or three attributes of the Public Schools of Brookline do you consider most important and most enduring – what sets Brookline apart from other systems in a positive way? Or what attribute or program have you encountered (if any) that has troubled you, and what do you think the Committee can or should try to do about it?
- 3) The continuing enrollment growth challenges town and school operating budgets, and debt exclusions and operating overrides will be required to fund the 9th elementary school and Brookline High School expansion projects. What is your assessment of current and future funding for town and school programs?
- 4) Describe the criteria you believe are most important in judging whether a school program should be initiated or maintained. What criteria are pertinent in determining whether a source of funds should be employed or curtailed in supporting school programs?

Ms. Ditzkoff and Mr. Wishinsky expressed their sincere appreciation to all of the applicants for their interest in taking on this challenge. The candidates' credentials and obvious commitment to the Town of Brookline and the school district are impressive, and the Boards will have a difficult decision to make. Board members encouraged all of the applicants to continue to find ways to be involved in the Schools and Town. The Boards will reconvene on January 10, 2017 to vote to appoint a new School Committee member.



## **MINUTES**

### **BOARD OF SELECTMEN**

#### **IN BOARD OF SELECTMEN TUESDAY, JANUARY 10, 2017 6<sup>th</sup> FLOOR HEARING ROOM**

Present: Selectman Neil Wishinsky, Selectman Nancy Daly,  
Selectman Benjamin J. Franco, Selectman Nancy S.  
Heller, Selectman Bernard W. Greene

#### REMOTE PARTICIPATION

Chairman Wishinsky:

Pursuant to this Board's Authority under 940 CMR 29.10 (8), School Committee Members Ben Chang and Michael Glover will be participating remotely via telephone due to Geographic distance.

\* Note Michael Glover arrived at 6:20 p.m.

There is a quorum physically present and all votes taken will be recorded by roll call.  
Ben Chang and Michael Glover will be allowed to vote.

#### JOINT MEETING OF BOARD OF SELECTMEN AND SCHOOL COMMITTEE – SCHOOL COMMITTEE VACANCY

Question of voting to select a candidate to fill the vacant seat on the Brookline School Committee for the period January 2017 through May 2017.

Call to order by the Chair of the Board of Selectmen.

The Joint Convention of the School Committee and Board of Selectmen is called to order.

This Joint Convention is being held in accordance with General Laws, Chapter 41, Section 11, to fill a vacancy in the School Committee until the next Annual Town Election. Section 11 requires that the remaining members of the School Committee and the members of the Board of Selectmen meet in Joint Convention to fill the current

## **A. - 3**

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 2 of 17

School Committee vacancy.

On motion, it was unanimously,

Voted to nominate Deputy Town Administrator Melissa Goff as Clerk for the Convention.

Roll call:

Aye: Ben Chang, Helen Charlupski, Nancy Daly, Ben Franco, Michael Glover, Bernard Greene, Nancy Heller, David Pollak, Barbara Scotto, Beth Jackson Stram, Neil Wishinsky, Susan Wolf-Ditkoff

On motion it was,

Voted to close the nominations.

Roll call:

Aye: Ben Chang, Helen Charlupski, Nancy Daly, Ben Franco, Michael Glover, Bernard Greene, Nancy Heller, David Pollak, Barbara Scotto, Beth Jackson Stram, Neil Wishinsky, Susan Wolf-Ditkoff

On motion it was,

Voted to appoint Deputy Town Administrator Melissa Goff as Clerk for the Convention.

Roll call:

Aye: Ben Chang, Helen Charlupski, Nancy Daly, Ben Franco, Michael Glover, Bernard Greene, Nancy Heller, David Pollak, Barbara Scotto, Beth Jackson Stram, Neil Wishinsky, Susan Wolf-Ditkoff

On motion, it was,

Voted to nominate Selectman Wishinsky as Chair of the Convention.

Roll call:

Aye: Ben Chang, Helen Charlupski, Nancy Daly, Ben Franco, Michael Glover, Bernard Greene, Nancy Heller, David Pollak, Barbara Scotto, Beth Jackson Stram, Neil Wishinsky, Susan Wolf-Ditkoff

On motion it was,

Voted to close the nominations.

Roll call:

Aye: Ben Chang, Helen Charlupski, Nancy Daly, Ben Franco, Michael Glover, Bernard Greene, Nancy Heller, David Pollak, Barbara Scotto, Beth Jackson Stram, Neil

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 3 of 17

Wishinsky, Susan Wolf-Ditkoff

On motion it was,

Voted to appoint Selectman Wishinsky as Chair of the Convention.

Roll call:

Aye: Ben Chang, Helen Charlupski, Nancy Daly, Ben Franco, Michael Glover, Bernard Greene, Nancy Heller, David Pollak, Barbara Scotto, Beth Jackson Stram, Neil Wishinsky, Susan Wolf-Ditkoff

The candidates are: Joshua Abrams, Amy Clark, Daniel Debowy, David Driscoll, Suzanne Federspiel, Craig Haller, Paul Harris, Jacob Jaffe, Scott Lipman, Hadassah Margolis, James Marshall, Elena Olson, Julie Schreiner-Oldham

Roll Call Vote:

Ben Chang – Josh Abrams  
Helen Charlupski - Julie Schreiner-Oldham  
Nancy Daly - Julie Schreiner-Oldham  
Ben Franco - Julie Schreiner-Oldham  
Michael Glover - Julie Schreiner-Oldham  
Bernard Greene – Elena Olson  
Nancy Heller - Julie Schreiner-Oldham  
David Pollack - Julie Schreiner-Oldham  
Barbara Scotto - Suzanne Federspiel  
Beth Jackson-Stram - Elena Olson  
Neil wishisnky - Julie Schreiner-Oldham  
Susan Wolf-Ditkoff - Julie Schreiner-Oldham

Chairman Wishinsky declared Julie Schreiner-Oldham as the new member of the Brookline School Committee to serve until the position at the next Annual Town Election May 2, 2017.

On motion it was,

Voted: To dissolve the Joint Convention.

Roll call:

Aye: Ben Chang, Helen Charlupski, Nancy Daly, Ben Franco, Michael Glover, Bernard Greene, Nancy Heller, David Pollak, Barbara Scotto, Beth Jackson Stram, Neil Wishinsky, Susan Wolf-Ditkoff

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 4 of 17

ANNOUNCEMENTS/UPDATES

*\*Note Deputy Town Administrator Melissa Goff sat in for Town Administrator Kleckner.*

Selectmen to announce recent and/or upcoming Events of Community Interest.

Chairman Wishinsky congratulated Julie Schreiner-Oldham as the new interim School Committee member.

Meeting updates:

The 9th School Committee at Baldwin is continuing to meet, and making progress.

Last night there was a presentation on 2 upcoming large projects; 1200 Beacon Street, and Waldo/Durgin Garage.

PUBLIC COMMENT

Public Comment period for citizens who requested to speak to the Board regarding Town issues not on the Calendar.

Up to fifteen minutes for public comment on matters not appearing on this Calendar shall be scheduled each meeting. Persons wishing to speak may sign up in advance beginning on the Friday preceding the meeting or may sign up in person at the meeting. Speakers will be taken up in the order they sign up. Advance registration is available by calling the Selectmen's office at 617-730-2211 or by e-mail at [sorsini@brooklinema.gov](mailto:sorsini@brooklinema.gov). The full Policy on Public Comment is available at <http://www.brooklinema.gov/376/Meeting-Policies>

TMM6 Tommy Vitolo spoke about the outstanding job the DPW did during the recent snow event. There was a snow removal committee that put forward some best practices, and it was evident that it has helped. However, he would like to see more aggressive citation on vehicles that are parked into the sidewalks. This makes it difficult for pedestrians and cyclist to pass safely and alters snow removing efforts.

Kay van der Zeil announced that residents are also invited to be a part of this year's Brookline Day of Service Projects, a food drive and a book drive, both co-sponsored with Brookline PAX. These collections will take place prior to the MLK Celebration event 3 pm Monday, January 16, 2017, at Coolidge Corner Theatre.

Selectman Greene added that he appreciates the work Ms. van der Zeil has done for this event, and the coordination with the Service Day Projects, a fitting partner in relation to the MLK event.

MISCELLANEOUS

Approval of miscellaneous items, licenses, vouchers, and contracts.

DONATION

Question of accepting a donation in the amount of \$400.00 from the Korean Church of Boston for the Fire Department.

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 5 of 17

Chief Ward noted that this is a generous gift that has been given annually for Public Safety efforts.

Selectman Daly noted that this is a nice way for non-profits to acknowledge the Town's vital services.

On motion it was,  
Voted to accept a donation in the amount of \$400.00 from the Korean Church of Boston for the Fire Department.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

FIRE DEPARTMENT – PERSONNEL \* *note agenda item taken out of order*

Acting Fire Chief Robert Ward will appear to recognize two Brookline Fire Fighters for their actions during a fire on November 15, 2016.

Chief Robert Ward recognized Captain Kevin Francis and Firefighter James Clinton for their heroic efforts.

Chief Ward reviewed the events of November 15, 2016. At 3:30 a.m. They were dispatched to 30 Cypress Street where they observed heavy fire upon arrival. Shortly afterwards these members of ladder 1 made a rescue on Floor 3 and brought a 27 year old female down to safety. They did a great job not only extinguishing the fire, but in keeping it from spreading.

The Board acknowledged their heroism and the commitment to public safety that the Fire Department provides to the citizens each and every day.

Selectman Franco acknowledged that the unit had only one egress that put the tenant and firefighters at great danger. It is important for property owners to comply with code and regulations.

It was noted that the tenant was present to show her gratitude.

FIRE DEPARTMENT – PERSONNEL \* *note agenda item taken out of order*

Question of offering conditional employment to applicant Kyle Ward for a position as a Fire Fighter.

Chief of Operations Keith Flaherty stated that this is for consideration of the conditional offer of employment through civil service. This applicant was part of an original group of candidates previously authorized, but this candidate's application was delayed due to his National Guard Service.



In Board of Selectmen  
Tuesday, January 10, 2017  
Page 6 of 17

On motion it was,

Voted to offer conditional employment to applicant Kyle Ward for a position as a Fire Fighter.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

#### CHANGE ORDER

Question of approving Change Order No. 003 in the amount of \$2,159.52 for electrical work being performed by M-V Electrical Contractors, Inc. related to the Old Lincoln School Electrical Services Upgrade project.

Director of Public Buildings Charlie Simmons said that this change order is related to upgrades to electrical services at the Old Lincoln School. One panel needed rewiring.

On motion it was,

Voted approving Change Order No. 003 in the amount of \$2,159.52 for electrical work being performed by M-V Electrical Contractors, Inc. related to the Old Lincoln School Electrical Services Upgrade project.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

#### CONTRACT

Question of approving and executing Contract No. PW17/09 with WasteZero, Inc. in the amount of \$42,000.00 for initial, first order funding for the manufacture, inventory, marketing and distribution of Custom Imprinted Overflow Bags for the Hybrid Pay-As-You-Throw (HPAYT) waste collection system.

Commissioner Pappastergion stated that this is a contract for the manufacture, marketing and distribution of the bags related to the PAYT program. The bags will be dispersed in rolls of 5, at \$15 per roll. This company will take care of the inventory and retailers that will sell the product. The Town will get a check for the sale of the bags, the merchants will not receive anything monetary, but increased foot traffic for them is anticipated. This is a 5 year term with an option to renew.

On motion it was,

Voted to approve and execute Contract No. PW17/09 with WasteZero, Inc. in the amount of \$42,000.00 for initial, first order funding for the manufacture, inventory, marketing and distribution of Custom Imprinted Overflow Bags for the Hybrid Pay-As-You-Throw (HPAYT) waste collection system.

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 7 of 17

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

**AGREEMENT**

Question of approving and executing Agreement No. PW17/10 with Simple Recycling-Massachusetts for free curbside collection of used clothing and home goods (“soft recyclables”).

Commissioner Pappastergion said that this is a win-win situation for the town. This company will pick-up curb side, used clothing and home goods (textiles, small appliances and household electronics. Residents will fill a dedicated bag, and a private truck will come by and pick it up curbside, and leave a new bag. This will reduce some materials ending up in the waste stream, reduce the amount of tonnage and increase recyclables, at no cost. The bags will be distributed to every home currently on town collection.

On motion it was,

Voted to approve and execute Agreement No. PW17/10 with Simple Recycling-Massachusetts for free curbside collection of used clothing and home goods (“soft recyclables”).

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

**PERMIT TO SERVE ALCOHOLIC BEVERAGES**

Question of granting a permit to serve Alcoholic Beverages (Sales, Wine and Beer only) to Larz Anderson Auto Museum for an Annual Museum Members’ Party on Saturday, January 28, 2017 from 5:30PM-11:00PM at 15 Newton Street.

On motion it was,

Voted to grant a permit to serve Alcoholic Beverages (Sales, Wine and Beer only) to Larz Anderson Auto Museum for an Annual Museum Members’ Party on Saturday, January 28, 2017 from 5:30PM-11:00PM at 15 Newton Street.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

**TEMPORARY WINE AND MALT ALCOHOLIC BEVERAGES SALES**

Question of granting a Temporary Wine and Malt Alcoholic Beverages Sales License to Friends of Brookline Public Health for a Retirement Celebration to be held on Wednesday, January 25, 2017 from 6:00PM-8:00PM at the Brookline Teen Center (40 Aspinwall Avenue).

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 8 of 17

The Board noted that this event is the retirement party for the Director of Health and Human Services Dr. Alan Balsam.

On motion it was,

Voted to grant a Temporary Wine and Malt Alcoholic Beverages Sales License to Friends of Brookline Public Health for a Retirement Celebration to be held on Wednesday, January 25, 2017 from 6:00PM-8:00PM at the Brookline Teen Center (40 Aspinwall Avenue).

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

#### LETTER OF SUPPORT

Question of authorizing the Chairman to sign a letter of support for the Brookline Arts Center in regards to a grant application.

Assistant Town Administrator Austin Faison stated that the Brookline Arts Center is requesting a letter of support to present to the Massachusetts Cultural Council in efforts to receive a grant for major building upgrades and repairs.

On motion it was,

Voted to authorize the Chairman to sign a letter of support for the Brookline Arts Center in regards to a grant application.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

#### 9TH ELEMENTARY SCHOOL AT BALDWIN

Question of appointing Ken Kaplan as Building Commission Alternate to the Building Committee for the 9th Elementary School at Baldwin.

Chairman Wishinsky noted that committee member Janet Fierman will be away for January and February. Her fellow Building Commission member Ken Kaplan has agreed to sit in for her.

On motion it was,

Voted to appoint Ken Kaplan as Building Commission Alternate to the Building Committee for the 9th Elementary School at Baldwin.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 9 of 17

CALENDAR

Review and potential vote on Calendar Items

SENIOR TAX EXEMPTION STUDY COMMITTEE

Question of approving the Charge of the Committee and a Slate of Membership.  
Selectman Franco stated that this committee stems from a warrant article at the recent Town Meeting. The charge has been reviewed and endorsed by Chief Accessor, Gary McCabe.

On motion it was,

Voted to approve the Charge of the Committee and a Slate of Membership as presented.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

COOLIDGE CORNER STUDY COMMITTEE

Question of approving the Charge of the Committee and a Slate of Membership.

Chairman Wishinsky announced that there are two large projects coming up; one at Waldo/Durgin Garage, and the other at 1200 Beacon Street. The developer of Waldo/Durgin would like to engage with the Town on the project rather than going the 40b route. Chairman Wishinsky anticipates this Committee working in the same way as the River Road Study Committee; it is a large group which most likely will be divided into subcommittees. Chairman Wishinsky will serve as Chair.

On motion it was,

Voted to approve the Charge of the Committee and a Slate of Membership as follows:

**Committee Charge**

The charge of the Coolidge Corner Study Committee (CCSC) is to review and analyze existing conditions, zoning, parking requirements, design guidelines, shadow studies, and other land use planning tools that affect the districts containing the parcels located at 1200 Beacon Street ("Holiday Inn"), and 8-10 Waldo Street, 10-18 Pleasant Street and 16 John Street ("Waldo/Durgin").

The CCSC is to report back to the Selectmen at least one month prior to the close of the fall 2017 Town Meeting warrant, with recommendations, which may include potential zoning amendments that would permit appropriate mixed-use redevelopment projects, while mitigating impacts on adjacent neighborhoods.

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 10 of 17

The CCSC shall review and analyze the redevelopment potential of the parcels (“the Sites”) referenced above, including the mixed-use proposals to be presented at a January 9, 2017 meeting between the Economic Development Advisory Board (EDAB) and Housing Advisory Board (HAB). The proposals will be presented by Fallon Company (“Fallon”) related to the Holiday Inn site and by Chestnut Hill Realty (“CHR”) as an alternative to their proposed Chapter 40B residential development related to the Waldo/Durgin site.

The Sites are two of the largest in the Coolidge Corner Commercial District and are both located on prominent corner lots. Any redevelopment at either of the Sites will have a significant impact on the surrounding neighborhoods. Therefore, the CCSC shall engage with Fallon and CHR (“the Developers”) to review and gather information with respect to the Sites and their proposals (“the Projects”), as they may be modified including, but not necessarily limited to:

- Conceptual building massing
- Public realm enhancement and Open Space creation/connectivity
- Environmentally friendly design elements and materials
- Existing zoning
- Legal considerations
- Locations, size, and design of parking facilities
- Physical and economic conditions
- Financial feasibility
- Feasibility of uses including those proposed by the Developers
- Historic preservation
- Transportation
- Synergy with other potential mixed-use redevelopments in the district
- Public benefits proffered to the Town
- Net fiscal impact to the Town

In addition, the CCSC shall review and analyze the connectivity and synergy of the Sites and the Projects with the Beacon Street and Harvard Street roadways, existing uses within the Coolidge Corner commercial district and the character of the surrounding neighborhoods.

#### Authorization

The CCSC shall be authorized to work with the Planning Director, Alison Steinfeld and/or her designee(s), members of EDAB, HAB as well as Town Counsel, and designated Selectmen regarding proposed terms for a Memorandum of Agreement with either Developer to address design, financial, operational, environmental and other matters relative to their respective projects and the Sites so that the net results benefit both the Town and the Developers. The Committee shall also solicit feedback from the general public during its deliberations.

The CCSC should be mindful of the design work typically undertaken by the Planning

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 11 of 17

Board and their designated Project Review Team or Design Advisory Team that would follow any zoning change recommendations.

**Goal**

The CCSC will have a goal of presenting its findings to the Board of Selectmen, Planning Board, EDAB, HAB and the Zoning Bylaw Committee and submitting its final report and recommendations to the Selectmen at least one month prior to the close of the fall 2017 Annual Town Meeting warrant in order that its recommendations for any zoning amendments, design guidelines, and related agreements, are timely filed and/or approved, and appropriate plans are in place to address mitigation of any adverse impacts on adjacent neighborhoods and commercial areas.

Membership: Alan Christ, Amy Anthony, Anne Meyers, Catherine Donaher, Derrick Choi, Jonathan Cutler, Kathy Murphy, Ken Lewis, Lauren Bernard, Linda Hamlin, Linda Olson Pehlke, Maura Toomey, Neil Wishinsky, Peter Kleiner, Roger Blood, Sergio Modigliani, Steve Kanes, Susan Roberts.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

**KENT STREET LOT STUDY COMMITTEE**

Question of approving the Charge of the Committee and possibly the Slate of Membership.

Selectman Daly stated that this committee stems from a recent warrant article. The Board is in the process of finalizing the membership.

Selectman Franco made a slight amendment to the charge.

On motion it was,

Voted to approve the Charge of the Kent Street Lot Study Committee as follows:

The Committee will develop a proposal for suitable Air Rights development of Affordable Senior Housing over the Kent/Station Street Parking Lot, with retention of the public parking on the site.

In this process the Committee will:

1. Assemble available information and data relevant to the potential for such development of the site including, without limitation, environmental conditions, history, zoning limitations, and any legal/title considerations.
2. Consult with Town Counsel to learn about the legal issues associated with Air Rights developments and to find a process or processes by which such development might occur.
3. Recommend criteria by which any proposal for the development of the site as affordable senior housing could be evaluated, including, without limitation, design objectives, ownership structure, project funding options, neighborhood concerns, parking and traffic considerations,

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 12 of 17

affordability goals, age restrictions, open space, streetscape improvements, and carbon footprint and sustainability goals for energy usage.

In formulating its recommendations, the Committee shall hold public hearings as necessary, with a minimum of one. The Committee will report to the Board of Selectmen by or before August 30, 2017. If then authorized by the Board of Selectmen, the Committee may oversee the drafting of a Request for Proposals or other mechanism for the soliciting of development proposals, review and ranking any proposals that are received, or it may assist the Town's Housing Advisory Board in carrying out these functions.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

#### CHARGE TO DICR COMMISSION REGARDING POLICE DEPARTMENT POLICIES

Question of discussing and approving a charge to the Diversity, Inclusion and Community Relations Commission relative to Police Department policies on immigration detainment orders.

Chairman Wishinsky noted that this charge is related to a discussion the Board had last week on Immigration and Customs Enforcement (ICE) detainment policies. The Board felt that the DICR Commission would be a good fit to review best practices used by neighboring communities, and assist with the Charge.

The Board made some slight amendments.

On motion it was,

Voted to approve the following charge to the Diversity, Inclusion and Community Relations Commission relative to Police Department policies on immigration detainment orders.

Charge to the DICR Commission to Review/Recommend Police Department Policies  
Relating to Compliance with Federal Immigration Programs

At their meeting on January 3, 2017, the Board of Selectmen considered the Police Department's current policies and practices relating to the Town's compliance with federal immigration programs, especially the United States Immigration and Customs Enforcement (ICE) Priority Enforcement Program (formerly referred to as the Secure Communities Initiative). The Board voted to formally refer this matter to the Diversity, Inclusion and Community Relations Commission for its review and recommendation.

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 13 of 17

Please find attached a packet of information that includes;

- 1) Town Meeting Resolutions from 1985 and 2006 relating to Brookline's "Sanctuary Town" status.
- 2.) The Brookline Police Department's current policies and practices relating to compliance with the Secure Communities Initiative.
- 3.) A copy of a presentation on ICE's Priority Enforcement Program.
- 4.) Copies of resolutions, ordinances or other policies from the cities of Boston, Cambridge, Newton and Somerville and the town of Amherst.
- 5.) A memorandum from the Police Department comparing the Town of Brookline's procedures with other communities.

The Board is asking that the Commission, and its staff, and other interested residents work with the Police Chief or his designee, to review the above materials, engage in other relevant research, gather input from stakeholders and other interested parties, and deliver findings and recommendations to the Board of Selectmen. Please be prepared to make a preliminary report to the Board on this work no later than March 31, 2017.

#### TOBACCO CONTROL COMMITTEE

Question of appointing Michael F. Chou to the Tobacco Control Committee.

Selectman Daly stated that she is happy that Michael Chou is interested in sitting on this committee. He is well qualified.

On motion it was,

Voted to appoint Michael F. Chou to the Tobacco Control Committee.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

#### 134-138 BABCOCK PLACE – 40B ELIGIBILITY PUBLIC HEARING

Public Hearing on the application of Babcock Place, LLC to MassHousing to secure a determination of a 40B Eligible site at 134-138 Babcock Place.

Chairman Wishinsky reviewed the 40b process where State law allows developers to make a proposal to the town for a project that does not conform to local zoning, if the project has built in certain levels of affordable housing. Right now Brookline has quite a few 40b application



In Board of Selectmen  
Tuesday, January 10, 2017  
Page 14 of 17

submissions. The process starts with an eligibility letter sent to the appropriate subsidizing agency. The Town has an opportunity to allow the public to submit and make comments about the proposed development that will be incorporated into that letter. The Board has applied to the State for some administrative relief and was granted some limited relief relating to the onslaught of 40b applications. Tonight's hearing relates to the eligibility letter to outline any concerns on the project.

The development team began their presentation.

Geoff Engler, 40b Consultant representing the applicant Babcock Place LLC said he looks forward to hearing the comments tonight, and working with the Planning Department. He added that it is important to note that many times the first sight of the plans are not the end result, it is a starting point. There will be many more meetings, and lots of peer review, and key considerations.

Sam Slater of Babcock Place LLC thanked the Board and residents for coming out tonight, and understands there are a lot of 40b applications pending in Brookline. His family has owned and operated property in Brookline many years.

Peter Bartash with Cube3 Architects presented a PowerPoint of the proposed development.

The existing building is 3.5 stories. One area of focus is the topography and how the building will sit on the site. The property slopes gradually upwards and fairly steep to the back of the site. They are proposing to take the building and recess and bury the back side. There will be some impacts to the view. The proposed building will be 5 total stories, 4 residential over one story of parking, with 31 parking spaces. They do plan to pursue increasing the parking.

Selectman Heller stated that the project feels massive compared to the neighboring buildings and it occupies every square foot with a building that will overwhelm the neighbors. 40b projects are supposed to fit into a neighborhood, not impose on the neighborhood.

Selectman Franco noted that there does not appear to be any setback; this neighborhood's character includes many generous setbacks, he asked for a brief update on the proposed greenspace.

Mr. Bartash replied that there is no calculation on that at this point. Most of the open space stems from the proposed balconies at this time.

Chairman Wishinsky noted that the application letter refers to Boston University as a close school and asked if their target market for the market rate rentals would be students.

Mr. Slater replied that they usually don't rent to undergraduate students.

The Board asked about parking plans.

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 15 of 17

Mr. Bartash replied that they are considering a semi-automated parking system that would almost double the parking capacity, however, they will not be able to achieve a one to one parking ratio. They are taking a look at the options.

Selectman Heller asked how many trees will be cut down. There are many mature significant trees in this area.

Mr. Bartash replied they have not looked at that at this point.

Public hearing:

David Roochnik, 117 Stedman St. and abutter on the west side said that he would be substantially and negatively impacted by this project. He said they welcome affordable housing and noted the recent Pine St. Inn project in the neighborhood that was done well and fits nicely into the neighborhood. By contrast this site is utterly inappropriate and takes an entire lot to build a project far too big that will tower over us. The application contains inaccuracies and should be denied pending a complete and accurate application; this precious neighborhood is at risk, and I ask that the application is rejected.

Gina Grandell, 117 Stedman St. and TMM#8 gave a brief PowerPoint on the history of Coolidge Corner and its design as streetcar suburb. The plans have always included open space, even in multi-unit dwellings; this project offers none. This would demolish a 100 year old dwelling and replace it with a building that is as long as football field. It also defies the Town's Housing Production Plan and its goals. This would be the only building on Babcock Street with no open space.

Christine Goldman, Stedman St. spoke about the Town's Housing Production (HPP) where one of the goals is to keep with the neighborhood's integrity and stability. She is concerned about the loss of green space and sunlight; she presented some shadow studies that show the park across the street blocked in shadow at 4p.m. This proposal should be rejected because it violates the goals of the HPP and places a tremendous amount of intrusion on the neighbors.

Carrie Staff, 123 Stedman St. said that she looked at application and identified many inaccuracies and irregularities. The proposal we reviewed was inadvertently cut and pasted from another project from 40 Centre Street. She would like to time review her letter based on tonight's site narrative. She also noted that 4 abutting properties were not shown in the presentation, and the pictures do not represent the elevation which would be significant.

John Anderson, 119 Stedman St. noted that the presentation shows the materials of the building to be dark and ominous and hopefully to blend with trees, and provide screening; that would be great if that were true. Our trees would ideally provide a screen at the back of the property line. He is concerned that the trees along the tree line will be disturbed and taken out. The application is misleading in regards to vegetation and how it would affect the abutters.

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 16 of 17

Guy Staff, 123 Stedman St. spoke about parking and the displacement of the 39 vehicles that are currently parked on this site. This will put a burden on parking in the neighborhood. David Fox spoke about noise, dust, lead and other health issues that will stem from the project. A family member is home in recovery. He also spoke about the Gratham McKay Historic District and how this proposal is out of character with the neighborhood, while realizing the lot is underdeveloped, hopefully a reasonable compromise will be set forth that will be profitable and reasonably scaled back.

Yuan Zuo, 148 Babcock St. spoke on how the presentation does not show how the building would sit on the street and the massive size up to the lot line. He spoke about the roof being out of character and the shadow effect on the neighbors that will block out natural light. He also feels the design is very commercial looking.

Art Krieger, Attorney representing the Stedman Street neighbors spoke about the setbacks and how close the building will be to the abutters; nothing to date has captured the extreme size of the building. There is no screening for the neighbors on the Stedman Street side, and the regulation this is operating under requires a narrative description, which is inadequate as submitted. He requested that this hearing be continued for a review of a revised and complete application.

Diana Spiegel, TMM#2, Stetson St. spoke about this historic property and neighborhood. This property is a visual landmark surrounded by shade trees. This street has been noted by the Boston Globe as the best street in Brookline. This proposed building is more suitable for an office park than in a residential neighborhood, it is out of character and harmful to the neighborhood.

Kate Korzendorfer, 145 Babcock St, and trustee of the condominium complex across the street asked about traffic concerns. This is a busy area and highly traveled during the day, and she has seen many accidents. She also asked about parking which is already congested in the area.

Chairman Wishinsky added that this will be reviewed as part of the application process.

Jamie Ross, Freeman St. condo association member said this project feels like a cruise ship parked at the end of our street. It does not add to the community, it takes away; parking is constantly an issue. The building behind it is rented out to students, and the noise is tremendous. There will be a massive demolition that will be disruptive. He supports people trying to make a profit and affordable housing, but this building has too many negatives. Also trash will be an issue with a building this size.

John Harris, TMM#8 said that he frequents this area, and supports affordable housing as long as it fits in with the character of the neighborhood. The petitioner must realize that the building at 5 plus stories is entirely too tall. Legacy trees will be cut down, and nose from venting for the parking will be a nuisance to the neighbors. He urged the rejection of this application; it is too big too tall, and out of character.

In Board of Selectmen  
Tuesday, January 10, 2017  
Page 17 of 17

Don Weitzman said he concurs with the other speakers. The proposed building is out of scale. 40b developers can bypass most local zoning laws, but not all.

Planning Director Alison Steinfeld replied that Chapter 40b trumps all zoning and many other bylaws; Masshousing guidelines can be applied, but that is rarely seen.

Selectman Daly said that the Board will be submitting its letter to MassHousing, but noted that from here the application goes on the Zoning Board of Appeals, and recommended that neighbors continue to bring their concerns throughout that process.

Chairman Wishinsky recapped the hearing. He added that to continue this hearing may cause a delay and the Town would miss the deadline. The Town can ask for an extension, but that is not guaranteed. He also noted that unfortunately, MassHousing has been approving these applications.

There being no further business, the Chair adjourned the meeting at 9:55 p.m.

ATTEST



## MINUTES

### BOARD OF SELECTMEN

#### IN BOARD OF SELECTMEN TUESDAY, JANUARY 24, 2017 6<sup>th</sup> FLOOR HEARING ROOM

Present: Selectman Neil Wishinsky, Selectman Nancy Daly,  
Selectman Benjamin J. Franco, Selectman Nancy S.  
Heller, Selectman Bernard W. Greene

#### REMOTE PARTICIPATION

Chairman Wishinsky:

Pursuant to this Board's Authority under 940 CMR 29.10 (8), Selectman Heller will be participating remotely via telephone due to Geographic distance.

There is a quorum physically present and all votes taken will be recorded by roll call. Selectman Heller will be allowed to vote.

#### ANNOUNCEMENTS/UPDATES

Selectmen to announce recent and/or upcoming Events of Community Interest.

The Pay as You Throw system will be starting in the near future. Residents that will participate are asked to choose a new waste cart by March 10, 2017. Information cards are being sent out and there is information on the Town's website. DPW encourages choosing the smaller 35 gallon totes; you can always upgrade to a larger one if needed.

Brookline's Pan Asian Lunar New Year Celebration will take place on Saturday, February 6th from 1-3pm, at the Brookline High School.

Soul Witness, The Brookline Holocaust Witness Project will be showing at the Coolidge Corner Theatre on January 26, 2017. This sold out show is the result of many years of interviews and tapes of Brookline residents spearheaded by Stephen Bressler years ago, and has been revitalized into this documentary.

Meeting updates:

In Board of Selectmen  
Tuesday, January 24, 2017  
Page 2 of 11

February 1st Senior Tax Policy Committee will be held at Town Hall room 111 at 6:30.

Selectman Greene noted that he attended the Mass Municipal Association Meeting and supported the induction of Town Administrator Kleckner as President. He added that some residents may feel this is a waste of town funds, but it provides knowledge related to the essential components of our job. We learn a lot outside of our bubble and interact with other communities, which is critical to our job. This event is well worth it. The Board congratulated Mr. Kleckner on his appointment to President of the Mass Municipal Association.

January 30<sup>th</sup> the Coolidge Corner Study Committee will meet to discuss some housekeeping efforts relating to the Waldo/Durgin garage site, and 1200 Beacon Street projects.

### PUBLIC COMMENT

Public Comment period for citizens who requested to speak to the Board regarding Town issues not on the Calendar.

*Up to fifteen minutes for public comment on matters not appearing on this Calendar shall be scheduled each meeting. Persons wishing to speak may sign up in advance beginning on the Friday preceding the meeting or may sign up in person at the meeting. Speakers will be taken up in the order they sign up. Advance registration is available by calling the Selectmen's office at 617-730-2211 or by e-mail at [sorsini@brooklinema.gov](mailto:sorsini@brooklinema.gov). The full Policy on Public Comment is available at <http://www.brooklinema.gov/376/Meeting-Policies>*

Chairman Wishinsky stated that there is public comment relating to issues at the Brookline Audi dealership. He noted that this format may not be the best format; there is no staff to respond or representatives of Brookline Audi present. He has committed to having this topic on a future agenda if requested.

Dr. Rosenblatt, 20 East Milton Rd. spoke about the dealership unloading vehicles on Cypress Street, both sides of Cypress Street, and on Route 9. The police have been responsive and concerned; this blocks the sidewalk and the bike lane. Dr. Rosenblatt said that he has documented that these actions occur after 9 pm. They are parking cars next to the showroom which is in violation of their license and he noted the abutters are seeking help to ensure public safety.

Richard Moore, 18 East Milton Rd. spoke about the dealerships constant shuffling of cars at the end of East Milton Rd. causing congestion. It feels like this private way is an extension of Audi's property. The Building Department claims they have no jurisdiction over the license and by the time the police get there the incident is over.

Jon Motsis, 10 East Milton Rd. spoke about the dealership performing work in the open uncontained area. There is compressor noise, alloy dust, and spray paint being used. He is concerned about health and environment related issues. An inspector did issue a cease and desist order; the neighbors are fed up with the noise and air pollution stemming from this property.

### MISCELLANEOUS

Approval of miscellaneous items, licenses, vouchers, and contracts.

In Board of Selectmen  
Tuesday, January 24, 2017  
Page 3 of 11

**CHANGE OF ALTERNATE MANAGER**

Question of approving the application of New England Treatment Access, Inc. d/b/a NETA for a Change of Alternate Manager from Bry Rodriguez to Lisa Bamel and for the addition of an Alternate Manager, Simone Burg.

Chairman Wishinsky noted that the paperwork is in order.

On motion it was,

Voted to approve the application of New England Treatment Access, Inc. d/b/a NETA for a Change of Alternate Manager from Bry Rodriguez to Lisa Bamel and for the addition of an Alternate Manager, Simone Burg.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

**CONTRACT**

Question of approving and executing a contract in the amount of \$453,000.00 with HMFH Architects, Inc. for the Brookline High School Expansion Project Feasibility Study.

Project Manager Ray Masak stated that this contract relates to the feasibility study for the High School Expansion Project.

On motion it was,

Voted to approve and execute a contract in the amount of \$453,000.00 with HMFH Architects, Inc. for the Brookline High School Expansion Project Feasibility Study.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

**PERMIT TO SERVE ALCOHOL (NON-SALES/ALL KINDS)**

Question of granting a permit to serve Alcohol (Non-Sales/All Kinds) to Larz Anderson Auto Museum for a Cocktail Reception on Thursday, February 9, 2017 from 5:30PM-11:00PM at 15 Newton St.

On motion it was,

Voted to grant a permit to serve Alcohol (Non-Sales/All Kinds) to Larz Anderson Auto Museum for a Cocktail Reception on Thursday, February 9, 2017 from 5:30PM-11:00PM at 15 Newton St.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

In Board of Selectmen  
Tuesday, January 24, 2017  
Page 4 of 11

KENT STREET LOT STUDY COMMITTEE

Question of appointing Alan Christ to the Kent Street Lot Study Committee.

Selectman Daly stated that she inadvertently left Mr. Christ off the proposed membership list.

On motion it was,

Voted to appoint Alan Christ to the Kent Street Lot Study Committee.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

CALENDAR

Review and potential vote on Calendar Items

BOARDS AND COMMISSIONS - INTERVIEWS

The following candidates for appointment/reappointment to Boards and Commissions will appear for interview:

Transportation Board

Jonathan Kapust  
Judith Kidd

Jonathan Kapust is a new applicant. He is a Project Manager in roadway planning and design. He has worked on the Casey Arborway Project that connects to the Emerald Necklace, public transit routes, and is interested in modernizing the town's intersections and bicycle and pedestrian infrastructure.

Judith Kidd is a new applicant. She is a public transportation user and an avid walker. She is interested in fair policies for both bicycle users and pedestrians, and promoting safe access for senior citizens on the public ways. Ms. Kidd has been involved in various town committees and is a Town meeting member.

FY2018 BUDGET OBJECTIVES *\*item taken out of order*

Review of the Selectmen's FY2018 Budget Objectives.

Assistant Town Administrator Austin Faison reviewed the FY2018 budget objectives. There are 40 items.

The Selectmen made some additions and recommendations to the list. Mr. Faison will



In Board of Selectmen  
Tuesday, January 24, 2017  
Page 5 of 11

incorporate them for next week's meeting and possible approval.

**GRANT OF LOCATIONS**

1. Public Hearing on the petition of Verizon New England, Inc. and NStar Electric Company d/b/a Eversource Energy for permission to relocate an existing jointly owned utility pole, locate and construct, such a new line of electric conduits and manholes with the necessary cables therein under the following public way:

Crafts Road – relocate jointly owned pole 43/3 approximately 305 feet northeasterly of Norfolk Road, northeasterly a distance of about 15 feet.

Crafts Road – new electric conduit running southwesterly from relocated pole 43/3, approximately 290 feet northeasterly of Norfolk Road, a distance of 20 feet to 19-23 Crafts Road.

Director of Engineering Peter Ditto stated that this is a request for pole relocation due to new homes at the pole site. The pole will be moved and a new conduit will be put in for underground electricity service. This pole has joint ownership. The work will be performed during the day with no road closures. The pole relocation work will be performed by Verizon.

Public Hearing:

Lynn Segal, Crafts Rd. asked about the underground electrical service, and if it will have any impact on her property. She also inquired about her service, if it is not in good condition, would it be upgraded.

Mr. Ditto replied that her service will now feed off the new underground location. He added that the service will not chase back to her home, just the new line. He added that the service upgrades would be determined by the providers.

Nstar representative Renee Banks added that they will inspect that at no cost to her.

On motion it was,

Voted to grant the petition of Verizon New England, Inc. and NStar Electric Company d/b/a Eversource Energy for permission to relocate an existing jointly owned utility pole, locate and construct, such a new line of electric conduits and manholes with the necessary cables therein under the following public way:

Crafts Road – relocate jointly owned pole 43/3 approximately 305 feet northeasterly of Norfolk Road, northeasterly a distance of about 15 feet.

Crafts Road – new electric conduit running southwesterly from relocated pole 43/3,

In Board of Selectmen  
Tuesday, January 24, 2017  
Page 6 of 11

approximately 290 feet northeasterly of Norfolk Road, a distance of 20 feet to 19-23 Crafts Road.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

2. Public Hearing on the petition of NStar Electric Company d/b/a Eversource Energy for permission to construct, and a location for, such a line of conduits and manholes with the necessary cables therein under the following public way:

Chestnut Hill Avenue – conduit from MH9159 near the Town Line a distance of about 150 feet southeasterly to 375 Chestnut Hill Avenue.

Director of Engineering Peter Ditto stated that this request is related to new service at the Circle Cinema site.

Ms. Banks added that the project should run about two weeks during the day and there will be no road closures or service interruptions anticipated.

Public hearing: No speakers

On motion it was,

Voted to grant the petition of NStar Electric Company d/b/a Eversource Energy for permission to construct, and a location for, such a line of conduits and manholes with the necessary cables therein under the following public way:

Chestnut Hill Avenue – conduit from MH9159 near the Town Line a distance of about 150 feet southeasterly to 375 Chestnut Hill Avenue.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy Heller, Bernard Greene

1299 BEACON STREET – 40B ELIGIBILITY SITE  
PUBLIC HEARING

Public Hearing on the application of Brighton Allston Properties, LLC to MassHousing to secure a determination of a 40B Eligible site at 1299 Beacon Street.

Chairman Wishinsky explained that this is a public hearing on the revised Chapter 40b proposal for 1299 Beacon Street. Chapter 40b allows developers to override our local zoning if 20% of the housing units in a particular development are affordable. Brookline is almost at the safe harbor of 10% total affordable housing stock. This has prompted an unprecedented number of 40b applications to get in before that threshold is reached. Brookline has been granted some relief from the state that extends the

In Board of Selectmen  
Tuesday, January 24, 2017  
Page 7 of 11

timeline for the process; this allows time for staff and ZBA members to sort through the applications, and schedule the required hearings.

There was a previous hearing for this development and the Town submitted a letter to the subsidizing state agency with concerns about the project. Since then the project has been revised and scaled back. Tonight the revised plans will be presented.

Affordable Housing Consultant Geoff Engler representing the developer stated that they went back made modifications to the plan.

Architect Haril Pandya stated that it takes time to come together and collaborate, and we are presenting a revised development. He made a PowerPoint presentation that showed the neighborhood and tagged the height of nearby buildings.

- This proposal drops the overall height from 160 feet to 122 feet. The tall retail height is within the scale of the area, and is 25-30 feet on Beacon Street.
- The revised parking is now at 93 spots below grade and 6 above for a total of 99 parking spots. There has been a fair amount of due diligence for the parking system. The revised parking is reduced by 85 spaces.
- There are 74 units in total with 16 affordable, a reduction of 34 units.
- There will be curb cuts on Sewall Ave. to allow turning within the property.

Selectman Daly noted that they heard about a complaint the last time from a neighbor about an emergency egress being blocked.

Developer Raj Dhanda replied about the emergency egress, and said this issue was litigated 5-6 years ago. He had to understand what his property rights were and had it investigated. It was determined that 1295-97 Beacon Street has no easement or right to exit from there. He then went one step further and applied for a permit to put up a fence. The fence was installed with a sign from the Fire Department stating it is not an egress. The next occupant was told to put in a sprinkler system to be in compliance.

He is under no obligation to provide an egress to the abutting building; however they may be able to give them one, but as it stands today he is in compliance.

Selectman Daly inquired about the parking system, and noted that they heard that this system has caused some noise complaints in other communities. Also what happens when there is a system failure; where would the vehicles go? Sewall Ave. would not be able to accommodate them even short term.

In Board of Selectmen  
Tuesday, January 24, 2017  
Page 8 of 11

Mr. Pandya replied that there will be routine maintenance, and the placement of the system is isolated so the noise level would be minimal. The system is two levels below. Like any elevator system there is built in redundancy; it is very unlikely that both systems would be down at the same time. There would be back up power in the case of a power outage.

Selectman Greene asked if the retail component's finances are essential to the development. Mr. Dhanda replied yes. He added that the 1 bedrooms market rate units will range between \$2k-\$3k and the 2 bedrooms around \$3600.00 a month. This will be an age restricted development, 55 years old and over with high end finishes throughout.

Selectman Franco noted that the deliveries would be a challenge with the neighboring post office and current traffic congestion in the area. He also asked about ledge and sandy soil which may prompt blasting during construction.

Mr. Dhanda replied that that has not been studied yet. He feels that there is no evidence of ledge and feels it would be very unlikely; this will be investigated at the ZBA hearing.

Selectman Heller said it looks like two building combined as one, and she is still concerned about the massing. This revised project is still big and massive and overwhelms the community.

Chairman Wishinsky replied that there are two segments to the building; the front is lower than the back.

Mr. Dhanda spoke about current traffic congestion in the area and the poor enforcement. The post office employees park on the street for hours each day; and many parked vehicles exceed the thirty minute parking rule.

Selectman Greene asked about efforts to relieve congestion on Sewall Avenue.

Mr. Engler stated that there is no secret Sewall Ave. is plagued by problems, which will be presented as part of zba process. The town has good peer review traffic consultants to look at that. Under 40b, it is not our responsibility to solve existing issues; the project just can't make it any worse. A lot of the issues boil down to enforcement and taking a liberal approach to what is allowed.

Public hearing:

Janet Schwartz, Sewall Ave. spoke about parking in the area with the mail trucks and post office employees, parking is a mess. She also noted that the spot has never had a successful retail store, and the presentation showed the height of various local buildings, but did not show that they also have setbacks and open space related to them. She is concerned about traffic congestion.

Arjun Shivdasani, 51 Sewall Ave. said the area is already taxed to the limits. He thanked Mr. Engler for reminding us they are not obligated to fix the current traffic issues, but asked how this project could

In Board of Selectmen  
Tuesday, January 24, 2017  
Page 9 of 11

not make it substantially worse with 74 units and 99 parking spaces. There are safety concerns with the additional traffic of this scale. The underground parking would lead onto Sewall Ave. Deliveries are another concern.

Nancy Doyle, 11 Longwood Ave. spoke about safety and health concerns. This road is a direct route to the hospital area and many ambulances go through. The current traffic flow is already a logistical nightmare, this will add to the problem. She feels the project is inappropriate and there is no need for a retail space there.

Nora Abrahamer, President of Temple Sinai, Sewall Ave. said that they are very much in favor of affordable housing however 15 out of 75 units is not enough in our minds to warrant the amount of stress and danger that will result on Sewall Avenue. Parking and deliveries will happen on Sewall Ave. which is already a difficult street to navigate. Temple Sinai has 160 students and several children programs; she is concerned for their safety. She feels this is not the right location for a development like this.

Kyle Spellman, 1309 Beacon St. Trader Joes said that he understands the push to reach 10% affordable housing stock, but at what cost. This project takes advantage of a loop hole with zero regard to Coolidge Corner. The development went from a double XL to an XL it is still too large. He also is concerned about retail parking.

Yuval Gilbert, Temple Sinai, Sewall Ave. spoke about concerns with parking and the construction phase. Understanding that the developer has no legal obligation to mitigate traffic, it can only get worse; the post office vehicles will remain. Trader Joes already has overflow parking. This proposal is out of scale for the neighborhood.

Selectman Daly stated that the Selectmen will write a letter to the State agency expressing concerns about the proposed development. It is up to the state agency from there, and they are often approved and move on to our ZBA process. This Board has authority to say no to a 40b development.

Roberta Sydney, KS Company Trust, 1309 Beacon St. spoke about the earlier statements regarding the easement. She believes there is a building code violation and it is being pursued. The parking ratio appears to be a problem, and could result in zero parking for retailers. She proposed requesting to the State that no parking be issued for this site; it is a very public transit orient area, or request for the removal of a retail storefront.

Lisbeth Shaw, Beacon St. asked what the obligation is of the town, regarding community concerns and local impact. She also noted small businesses moving to Chestnut Hill and Boston due to parking constraints in this area.

Selectman Daly explained that the Town is close to our 10% affordable housing stock threshold and developers are coming in under the deadline to override our zoning. This is not a project we approve

In Board of Selectmen  
Tuesday, January 24, 2017  
Page 10 of 11

of. The ZBA tries to be responsive as much as they can within the law. We sent a strong letter prior to this and the project was reduced somewhat. The 40b state law allows developers to override most of our local zoning if providing 20% affordable housing. The ZBA can deny a project, then it is appealed to the state; there is risk involved with that.

Susan Roberts, Greene St. TMM2 addressed the revised proposal and said she appreciates a smaller version, but agrees with Selectman Heller, it is still a terrible project, and now is a little less terrible. Under 40b law character and fit into a neighborhood can be considered. Also, the presentation does not represent the abutting buildings on this block. The pictures are out of context. She also noted a resolution approved by Town Meeting sending a message that town officials aggressively challenge developers of 40b projects.

Roger Goldstein, Sewall Ave. noted that things are moving in the right direction, however the traffic issues will be a challenge and the building is still larger than it should be. The parking demands will be significant and Sewall Ave. does not have the capacity to handle it. He offered a suggestion of rehousing the Post Office into the new building to accommodate their vehicles onsite, and supports no vehicles for this development.

Selectman Greene noted that if you don't provide parking it doesn't mean residents won't bring cars. Many buildings do not provide parking, and the residents seek it elsewhere.

Ken Wexler, Sewall Ave. spoke about the logistics of parking, dumpsters and loading docks, which will be an issue. He added that the building proposal is smaller now, but was way too big to begin with so anything smaller would look better; the building is still too big and inappropriate for this site.

Lisa Shivdasani, Sewall Ave. spoke about 55 plus communities and how parking is a challenge due to caregivers, nurses, ambulances etc. and is concerned about what is going to happen at this property; where will they park? She hopes that something else will be produced that will support affordable housing.

Mike ? Sewall Ave. spoke about the parking lots and noted that Trader Joes needs a detail police officer there, and someone was killed in that lot a few years back. The postal vehicles are double parked to the point a fire truck could never get through. There are young children and students in the area, which raises safety concerns with increased traffic. He also noted the presentation does not accurately reflect this neighborhood block.

Chairman Wishinsky summarized the comments. He added that the revisions move in right direction; however there are still some serious concerns with the massing and size of the development in context with the neighborhood. The biggest concern is with the traffic relationship to Sewall Ave, parking, and the proposed parking system. The disputed facts about the egress with the adjacent building will also need to be looked at, and the proximity of the synagogue and the children that attend programs there should be looked at.

In Board of Selectmen  
Tuesday, January 24, 2017  
Page 11 of 11

Selectman Daly added that we should be mindful that the Post Office is a critical service to the town, and officials are working with them to address parking issues. The number of vehicles on this very busy street is a concern.

Selectman Franco acknowledged the impact on Sewall Ave. and the conflict between pedestrians and delivery trucks is troublesome. He also noted that this location is on a crest of a hill so the height would be reflected much larger; also the other buildings of the same height offer generous setbacks that do not give one the sense of a tower looming over you.

Selectman Heller agrees with the other Board members' comments. If you take away parking it will be a problem and if you leave it, it will be a problem. She also noted the significant safety concerns.

Selectman Greene added that anything you do with this site will exasperate the parking and traffic congestion. It is impossible to deal with the congestion on this street.

John Larso, Longwood Ave. asked that the extended streets in this area also be considered as impacted by this development, not just the residents on Sewall Ave.

There being no further business the Chair adjourned the meeting at 10:00 pm.

ATTEST







# TOWN OF BROOKLINE

*Massachusetts*

## **BROOKLINE PRESERVATION COMMISSION**

DAVID KING, Chair  
ELTON ELPERIN, Vice-chair  
JAMES BATCHELOR  
PAUL BELL  
WENDY ECKER  
ROSEMARY BATTLES FOY  
PETER KLEINER  
KIRSTIN GAMBLE BRIDIER, Alternate  
GITI GANJEI SAEIDIAN, Alternate  
DAVID JACK, Alternate  
RICHARD PANCIERA, Alternate  
Meghan Hanrahan Richard, Staff  
Tonya Loveday, Staff

TO: The Office of the Board of Selectmen

FROM: Preservation staff, Department of Planning & Community Development

DATE: January 26, 2017

RE: FY 2017 Survey and Planning Grant application

---

The Town of Brookline's Certified Local Government Program, through the Department of Planning & Community Development, seeks Fiscal Year 2017 Survey and Planning Grant funds to continue successful preservation planning efforts. The preservation planners staffed within the Department of Planning & Community Development respectfully request approval from the Board of Selectmen to submit the enclosed application for grant funds to conduct the first phase of a multi-phase survey update of cultural and architectural resources in the Greater Aspinwall Hill area of Brookline. The survey forms produced through this project will be managed and utilized by preservation staff. Additionally, the forms will be made available to the property owners and members of the public upon request, and will be added to the Massachusetts Historical Commission's online database, Massachusetts Cultural Resources Information System (MACRIS).

The Massachusetts Historical Commission Survey and Planning Grant Program is a federally funded, reimbursable, 50/50 matching grant program to support historic preservation planning activities in communities throughout the state. The funds will be used to hire a qualified preservation consultant to conduct the survey work. The project will be administered by the preservation planners on staff within the Department of Planning & Community Development. Staff hours dedicated to the project will be carefully logged and will count as the Town's financial match.

The Town of Brookline has received funding through the Survey and Planning Grant program several times in the past. Most recently, the survey project conducted in 2014 using grant funding provided the framework for the establishment of the Greater Toxteth Neighborhood Conservation District.

Please find enclosed the full application with a scope of work, narrative, and budget. Also enclosed is the full application cover sheet (Attachment A) which requires the signature of Neil Wishinsky, Chair of the Board of Selectmen in several locations. Please do not hesitate to contact Tonya Loveday or Meghan Hanrahan Richard, Preservation Planners, with any questions.

**ATTACHMENT A****FISCAL YEAR 2017  
SURVEY AND PLANNING GRANT - FULL APPLICATION****COVER SHEET FOR APPLICATION PROPOSAL  
DEADLINE – MONDAY, FEBRUARY 6, 2017**

1. Project Title: The Greater Aspinwall Hill Survey Update
2. Project Type: Neighborhood survey
3. Community/Communities: Brookline
4. Local Project Coordinator: Tonya M. Loveday, Preservation Planner

Address: Department of Planning & Community Development  
333 Washington Street, 3<sup>rd</sup> Floor  
Brookline, MA 02445

Phone: (617) 730-2089  
Fax: (617) 730-2442  
E-mail: tloveday@brooklinema.gov

5. Amount of Funding Requested: \$20,000.00  
Local Share: \$20,000.00  
Total Project Cost: \$40,000.00

6. Attachments: (Please check as completed)

<u>X</u> Work Program	<u>X</u> Matching Share Information (Attachment C)
<u>X</u> Narrative Statement	<u>X</u> Assurances (Attachment B)
<u>X</u> Budget (Attachment D )	<u>X</u> Debarment Certification (Attachment E)
	<u>N/A</u> Local Historical Commission Comment (If Applicable)

7. Authorized Applicant Signature:

\_\_\_\_\_  
(Signature)

Neil Wishinsky  
(Name -- please print)

Chair, Board of Selectmen  
(Title)

\_\_\_\_\_  
(Date)

**B. - 3**  
**ATTACHMENT B**

**ASSURANCES**

In consideration of and for the purpose of obtaining a grant from the Department of the Interior, National Park Service, through the Massachusetts Historical Commission, the Town of Brookline Department of Planning & Community Development (hereinafter called "Applicant-Recipient") hereby agrees that it will comply with the following:

- A. Grants will be administered in conformance with all applicable federal and state laws, regulations, policies, requirements and guidelines, including OMB Circular A-102 revised (43 CFR 12), policies and procedures of the Historic Preservation Grant-in-Aid Program, and civil rights (Title VI of 1964 Civil Rights Act); non-discrimination on the basis of handicap (Sec. 506 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990); age (the Age Discrimination Act of 1975); equal employment opportunity and labor law requirements of federal grants;
- B. All procurement actions will be conducted in a manner that provides for maximum open and free competition in compliance with federal and state requirements, including OMB Circular A-102 revised (43 CFR 12);
- C. Adequate financial resources will be available for performance (including necessary experience, organization, technical qualifications and facilities) to complete the proposed project or a firm commitment, arrangement or ability to obtain such will be made;
- D. All costs charged to the grant project will be in payment of an approved budget item during the project period and conform to the cost principles of OMB Circular A-87;
- E. An adequate financial management system (and audit procedure when deemed applicable) will be maintained which provides efficient and effective accountability and control of all property, funds and assets. Subgrantees which are state or local governments must comply with the Single Audit Act of OMB Circular A-133; Subgrantees which are non-profit organizations or universities must comply with OMB Circular A-110 outlining audit requirements for non-profit and educational institutions.
- F. Matching share will not consist of funds from the Federal Government under another assistance agreement unless authorized;
- G. Applicant-Recipient will comply with required completion schedule for the project.

The Applicant-Recipient recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this Assurance, and that the United States shall reserve the right to seek judicial enforcement of this Assurance. This Assurance is binding on the Applicant-Recipient, its successors, transferees, and assignees; the person or persons whose signature appears below (is) are authorized to sign this Assurance on behalf of the Applicant-Recipient.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
APPLICANT-RECIPIENT SIGNATURE

\_\_\_\_\_  
Neil Wishinsky, Chair, Board of Selectmen

\_\_\_\_\_  
TITLE (Chairman of Board of Selectmen, Mayor or Chief Elected Official)

**ATTACHMENT C**

**MATCHING SHARE INFORMATION**

1. Cash

Donor: N/A

Source: N/A

Amount: \$0.00

2. In-Kind Services (if applicable)

Donor: N/A

Source: Salaries of Tonya M. Loveday, Preservation Planner, and Meghan Hanrahan Richard,  
Preservation Planner

Amount: \$20,000.00

I certify that the matching share identified above is available and will be allocated to the survey and planning project called:

The Greater Aspinwall Hill Survey Update  
(Name of Project)

\_\_\_\_\_  
(Signature)

Neil Wishinsky  
(Name -- please print)

Chair, Board of Selectmen  
(Title)

\_\_\_\_\_  
(Date)

**B. - 5**  
**ATTACHEMENT D**

**BUDGET**

	MATCHING (LOCAL) SHARE	FEDERAL SHARE	TOTAL
1.a Personnel - In-Kind (paid) Title/Function: Preservation Planner (Loveday) Annual Salary: \$64,664.08 % Time to Project: 15.47% Total: \$10,000.00  Title/Function: Preservation Planner (Hanrahan Richard) Annual Salary: \$64,664.08 % Time to Project: 15.47% Total: \$10,000.00	\$20,000.00		
2. Consultant Services Title/Function Rate per Hour # of Hours <u>or</u> Total Dollars Estimated		\$18,800.00	
3. Travel - Rate per Mile <u>N/A</u> # Miles <u>N/A</u>	N/A	N/A	
4. Supplies - (list each item or category)	N/A	N/A	
5. Other  6% Indirect Cost Rate assessed to Town of Brookline Department of Planning & Community Development by Town of Brookline Comptroller's Office		\$1,200.00	
<b>TOTAL PROJECT COST</b>	\$20,000.00	\$20,000.00	\$40,000.00

**B. - 6**  
**ATTACHMENT E**

**Certification Regarding  
Debarment, Suspension, Ineligibility and  
Voluntary Exclusion**

**Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, **Debarment and Suspension**, 43 CFR Part 12, Section 12.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations are included in the proposal package. For further assistance in obtaining a copy of the regulations, contact the U.S. Department of the Interior, Acquisition and Assistance Division, Office of Acquisition and Property Management, 18th and C Streets, N.W., Washington, D.C. 20240.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Neil Wishinsky, Chair, Board of Selectmen  
Name and Title of Authorized Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

DI-1954

(9/88)

## **B. - 7**

### **Instructions for Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**FY17 Massachusetts Historical Commission  
Survey & Planning Grant**

**Part II - Work Program**

**Submitted by the  
Town of Brookline  
Department of Planning & Community Development**

**INTRODUCTION**

The Town of Brookline Department of Planning & Community Development is seeking funding for a survey project through the Fiscal Year 2017 Survey and Planning Grant program. In accordance with the selection criteria listed in the FY 2017 funding guidelines, the preservation planners employed by the Town of Brookline propose the following project: The Greater Aspinwall Hill Survey Update.

**PROJECT OBJECTIVES**

The purpose of this project will be to conduct the first phase of a multi-phase survey update of cultural and architectural resources in the Greater Aspinwall Hill area of Brookline. This initial phase will include resources located in several sub-areas previously surveyed that will serve as the starting point for research and planning. These areas include Aspinwall Hill (BKL.I), Blake Park (BKL.AN), Griggs Park (BLK.AL) and Lowell Road Area (BKL.BD). The preservation planners staffed within the Department of Planning & Community Development will provide a more refined target list of properties by the start of the project. The survey effort will follow standard MHC methodology as well as the specific recommendations of the preservation planners regarding property selection. This project will be structured to provide professional cultural and architectural resource survey expertise to the community. Specific project goals are as follows:

1. To complete the first phase of a multi-phased survey update of the Greater Aspinwall Hill area of Brookline, resulting in new or updated inventory forms for approximately 90 properties. Survey documentation will provide detailed physical descriptions of properties, incorporate extensive extant historical information on the neighborhood, and expand and link prior research efforts through targeted new primary source research. The neighborhood survey project will incorporate MHC criteria and methodology;



2. To identify contexts for National Register evaluation and to apply the National Register criteria to all resources identified in the survey;
3. To submit to MHC a list of individual properties and/or districts that are recommended for nomination to the National Register of Historic Places; and
4. To identify areas that are recommended for designation as Local Historic Districts or Neighborhood Conservation Districts.

## **METHODOLOGY**

### **The Analytical Framework:**

The communitywide survey project must incorporate MHC criteria and methodology, to current standards. (See MHC's *Historic Properties Survey Manual: Guidelines for the Identification of Historic and Archaeological Resources in Massachusetts* (1992), *Survey Technical Bulletin #1* (1993), *MHC Interim Survey Guidelines* (March 1999, et seq.), *MHC Interim Guidelines for Inventory Form Photographs* (2009), and MHC's *Interim Guidelines for Inventory Form Locational Information* (2013). Both MHC survey guidelines and the tasks and products of the survey Scope of Work meet the Secretary of the Interior's *Standards and Guidelines for Identification* (1983).

The MHC criteria for conducting a communitywide survey are designed to identify the full range of cultural resources. Cultural resources are the physical elements in the landscape that remain from historical patterns of human activity. There are many components of a neighborhood's historical development that are associated with the location and type of surviving cultural resources. The Greater Aspinwall Hill Survey Update will therefore relate cultural resources to historic patterns of architectural development, land use, economic development, social and demographic history, and events that had an impact on this section of Brookline. The neighborhood survey should recognize ethnic and cultural diversity within the neighborhood, and seek to identify cultural resources associated with the history of the minority social and cultural groups and individuals that may have played a role in Brookline's history.

Existing survey forms for several subareas of the target area and National Register nominations on file with the MHC will provide a preliminary framework and base of information for this phase of the survey update. Individual forms and area forms will expand upon existing information and will relate inventoried properties to the significant themes in the historical development of Aspinwall Hill and Brookline.

### **Phase Meetings:**

The project consists of four phases. Project personnel, both the consultant and the project coordinator, will meet with MHC staff at MHC offices in Boston to review project progress and products at the end of each phase. Work to be carried out during each phase and products due at the end of each phase, are described below.

### The Inventory:

The Greater Aspinwall Hill Survey Update will consider the full range of cultural resources in terms of period, theme, property type, architectural form and style, and geographic distribution. The survey will consider all periods of architectural and historic development from the period of first colonial European presence to circa 1966. Significant themes of historical and architectural development will be identified, and resources will be related to these themes.

The neighborhood survey will identify buildings and structures that are architecturally and historically significant in the history and development of the neighborhood. The survey will include both representative and outstanding examples of the building forms, types, and styles present in the neighborhood.

MHC individual property and area inventory forms, maps and National Register recommendations will be completed and submitted to MHC in accordance with the survey guidelines set forth in the MHC's *Historic Properties Survey Manual: Guidelines for the Identification of Historic and Archaeological Resources in Massachusetts* (1992) and *Survey Technical Bulletin #1* (1993), MHC *Interim Survey Guidelines* (March 1999 et seq.), and MHC *Interim Guidelines for Inventory Form Photographs* (2009), MHC *Interim Guidelines for Inventory Form Locational Information* (2013), as well as the Secretary of the Interior's *Standards and Guidelines for Identification* (1983), copies available from the MHC). These publications and memoranda are all incorporated into this contract by reference. The work to be carried out during each phase, and products due at the end of each phase, are described on the following pages.

### **SCOPE OF WORK**

#### ***Phase I (5 weeks)***

##### Tasks:

- Town of Brookline preservation planners and MHC staff to discuss the scope and inventory methodology of the project and to assess the available documentary materials (Town of Brookline files, collections and existing research, maps, local histories, etc.).
- Select maps, including a working map and large-scale base map (assessor's parcel map is preferred), to identify inventoried areas and properties.
- Determine availability of electronic mapping and parcel data and of Town of Brookline's GIS data suitable for use in the project.
- Review existing inventory forms on file for the Greater Aspinwall Hill area at the Town of Brookline and at the MHC.
- Conduct initial research and reconnaissance survey to verify the types and geographical distribution of cultural resources, and to develop criteria for selecting properties to be extensively researched in the survey.

##### Products:

- Working maps and large scale base map(s) to be used to identify inventoried properties
- Methodology statement, specifying:

## **B. - 11**

1. Survey objectives;
2. Criteria for selecting properties for survey;
3. Procedures to be followed in the survey and forms of products to be created;
4. Expectations about the kind, location, and character of historic properties to be recorded;
5. An assessment of existing documentation;
6. A brief description of the amount and kinds of information to be gathered about the properties; and
7. Bibliography.

**Phase I will be completed by Friday, October 20, 2017**

### ***Phase II (8 weeks)***

Tasks:

- Conduct continued architectural assessments and documentary research to identify important historic themes, events, and persons for the identified target areas, with particular attention to substantially synthesizing and supplementing the information already available. Research collections, should include relevant local, regional and state library and archive collections, as well as web-based research sites.
- Apply selection criteria and prepare list of specific properties to be surveyed.
- Complete representative draft inventory forms for different property types.
- Meet with Town of Brookline preservation planners and MHC staff to review property lists and draft forms.

Products:

- List of properties to be surveyed, arranged alphabetically by street address.
- Representative draft inventory forms, to be submitted in both hard copy and MS Word format.

**Phase II will be completed by Friday, December 15, 2017**

### ***Phase III (20 weeks)***

Tasks:

- Conduct intensive research of properties selected for inventory.
- Identify contexts for National Register evaluation and apply National Register criteria to inventoried areas and resources.
- Prepare draft list of all areas and resources recommended for National Register nomination.
- Prepare inventory forms with photographs and property location maps. Forms for any surveyed properties listed in the State Register of Historic Places must be marked at top front with appropriate designation code and date.
- Submit draft inventory forms with photographs, draft National Register contexts, and National Register recommendation to MHC and preservation planners for review and comment (comments to be incorporated during Phase IV).

## B. - 12

- In consultation with Town of Brookline preservation planners, MHC survey and MACRIS staff, develop lettering and numbering system for inventoried properties.

### Products:

- Unnumbered complete draft inventory forms for approximately 90 properties with photos and locus maps for all areas, buildings, sites, structures, and parks/landscapes. (This information may optionally be submitted in electronic form only for this project phase [CD or DVD].);
- Draft discussion of National Register contexts and list of all areas and resources recommended for National Register nomination.

### **Phase III will be complete by Friday, May 4, 2018**

### ***Phase IV (7 weeks)***

### Tasks:

- Add inventory letters/numbers to forms, if these were not added in Phase III.
- Name MS Word files to conform to MHC file-naming convention.
- Incorporate review comments from MHC and Town of Brookline preservation planners from Phase III.
- Complete National Register Criteria Statement forms to be attached to appropriate inventory forms.
- Prepare base map(s) identifying inventoried properties.
- Prepare street index of inventoried areas and properties.
- Prepare final survey report.

### Products:

- Hard-copy numbered MHC inventory forms for approximately 90 properties (two sets with original photographic prints: one for MHC and one for the Town of Brookline. Inventory forms must be printed on 24 lb. bond paper of at least 25% cotton fiber content. Photographs must be 3-1/2" X 5-1/2" or 4" by 6" digitally produced ink jet prints using MHC approved printer/paper/ink combinations that produce prints with a minimum 75-year permanence rating. (The paper inventory forms should incorporate the electronic version photograph(s) in addition to the attached photographic print. Only one paper print, of the primary view, is required for each inventory form.)
- Large-scale base map(s) with all inventoried areas and properties identified by inventory number (two sets: one for MHC and one for the Town of Brookline).
- Survey Final Report (four *paginated, unbound* copies (two for MHC, two for the Town of Brookline) which will include the following sections:
  1. Abstract;
  2. Methodology statement, including survey objectives, assessment of previous research, selection criteria, procedures followed in the survey, description of products and accomplishments and an explanation of how results of survey differed from those expectations;
  3. Street index of inventoried properties. Areas will be listed separately at the beginning, arranged alphabetically by area name. Individually inventoried properties follow,

arranged alphabetically by street name. Property name (if any) and inventory number also will be included on this list;

4. Final discussion of National Register contexts and list of recommendations for areas and properties to be nominated to the National Register of Historic Places;
  5. Further study recommendations; and
  6. Bibliography.
- CD containing a MS Word file for each inventory form. Each Word file should conform to MHC file naming convention, and incorporate photograph(s) and map(s). The CD should also include an MS Word version of the final survey report.
  - A separate CD containing high-resolution TIF or JPG images for surveyed properties, identified by street address or MACRIS number, following MHC file naming convention for photographic images.

\*\*The Survey Final Report must identify the community repository and/or municipal office(s) where completed survey documentation (inventory forms, base maps and final report) will be made available to the public.

**Phase IV will be completed and submitted to the MHC and the Town of Brookline by Friday, June 22, 2018**

**FY17 Massachusetts Historical Commission  
Survey & Planning Grant**

**Part III – Narrative Statement**

**Submitted by the  
Town of Brookline  
Department of Planning & Community Development**

The Town of Brookline's Certified Local Government Program, through the Department of Planning & Community Development, seeks Fiscal Year 2017 Survey and Planning funds to continue successful preservation planning efforts. The preservation planners staffed within the Department of Planning & Community Development note the application is consistent with the objectives of the Massachusetts State Historic Preservation Plan. In accordance with the selection criteria listed in the FY 2017 funding guidelines, the Town of Brookline proposes one important project: The Greater Aspinwall Hill Survey Update.

Dr. William Aspinwall, whose ancestors settled in Brookline in 1650, bought land on what is now Aspinwall Hill in 1788 and built his home (demolished in 1902) on the south side, just above Washington Street. Until the second half of the 19th century, the Aspinwall and Tappan estates occupied most of the area, the latter being sold to George Baty Blake and covering what are now Blake and Weiland Roads and part of Tappan Street. In the 1880s a decision to subdivide and develop the area was made, and house construction began on Rawson and Gardner Roads, coinciding with the extension of the streetcar out Beacon Street to Cleveland Circle in 1888-89. Many of the Colonial Revival and Queen Anne style houses from this period still stand. By 1897, apartment houses appeared on Addington Road, and during the early decades of the 20th century, two and three family houses were built on Rawson, Addington, and Claflin Roads. A number of architecturally significant structures on the southeast side of the hill were torn down in the 1930s to make way for the present Tudor and Colonial Revival style residences. The area's residents are served by the stores and services of Washington Square. Commercial in nature since the establishment of several tanneries in 1797, the square is now dominated by single story concrete structures, built in the 1920s and 1930s, with restrained architectural details.

The Greater Aspinwall Hill Survey Update will be a multi-phased project that will replace and/or update inadequate survey data dating back as far as 1978/79. Survey documentation will provide detailed physical descriptions of properties, incorporate extensive extant historical information on the neighborhood, and expand and link prior research efforts through targeted new primary source research. The survey project will incorporate MHC criteria and methodology, to current standards, with the objective of providing thorough and accurate historical architectural

## **B. - 15**

information about the buildings in this area of Brookline. The first phase of the survey update would result in new or updated inventory forms for approximately 90 properties roughly southeast of where Beacon and Washington streets intersect, located in several sub-areas previously surveyed. These areas include Aspinwall Hill (BKL.I), Blake Park (BKL.AN), Griggs Park (BLK.AL) and Lowell Road Area (BKL.BD), and will serve as the starting point for research and planning.

Two of the areas previously surveyed in 1995, Blake Park and Griggs Park, were considered potentially eligible for listing on the National Register of Historic Places. The Lowell Road Area, surveyed in 2008, was considered potentially eligible for the National Register as contributing to a potential historic district. When Aspinwall Hill was surveyed in 1978/79, no preservation considerations or recommendations were offered. Survey forms completed as part of this project will include recommendations for preservation planning efforts, including National Register eligibility, indicating level of significance, and potential designation of local historic districts or neighborhood conservation districts (enabled by the Town of Brookline General By-Laws 5.6 and 5.10, respectively).

The Town's Demolition By-Law (Article 5.3) provides the framework for evaluating and delaying the demolition (full and in some cases partial) of significant buildings, as defined in the by-law. Buildings listed on or considered preliminarily eligible for listing on the National or State Registers of Historic Places are subject to an 18-month demolition delay, versus the 12-month demolition delay that may apply to buildings that meet the other categories of significance defined in the by-law. Furthermore, the by-law considers alterations to character defining features of buildings listed on or considered preliminarily eligible for listing on the National or State Registers of Historic Places as demolition (at the discretion of the preservation planners on staff). The strength of Brookline's demolition delay by-law, in particular with regards to National Register listed or eligible properties, encourages owners to work with staff and the Preservation Commission to retain historic architectural fabric and/or design new construction to be compatible with the existing surrounding architecture.

As the economy continues to strengthen, resources in the target area may be threatened by new and potential development. The area is highly desirable to residents due to its proximity to public transportation and the popular Washington Square commercial district at the crossroads of Beacon and Washington streets. Furthermore, the target area features several different zoning districts that could allow for a wide range of development scenarios that have the potential to remove or significantly impact architectural fabric. A number of buildings in the target area have been reviewed by the Brookline Preservation Commission for demolition in recent years.

The survey forms produced through this project will be managed and utilized by the preservation planners staffed within the Department of Planning & Community Development. The forms will be made available to the property owners and members of the public upon request.

**FY17 Massachusetts Historical Commission  
Survey & Planning Grant**

**Part IV – Matching Share and Budget Information**

**Submitted by the  
Town of Brookline  
Department of Planning & Community Development**

<b>FY17 S&amp;P Project</b>	<b>Amount</b>
The Greater Aspinwall Hill Survey Update - Consultant Services	\$18,800.00
6% Indirect Cost Rate for the Department of Planning & Community Development	\$1,200.00
<b>Total:</b>	<b>\$20,000.00</b>



**TOWN OF BROOKLINE**  
**APPLICATION FOR A TEMPORARY WINE AND MALT ALCOHOLIC**  
**BEVERAGES SALES LICENSE**

Date: 1-24-2012

I hereby make application for a TEMPORARY ALCOHOLIC BEVERAGE LICENSE  
 for the purpose of selling and dispensing WINE AND MALT alcoholic beverages  
 permitted by law at a

Brookline Youth Hockey Fundraiser (Non Prof. T)  
 (state whether meeting, banquet, concert, picnic, wedding, etc.)

which is to be held by Brookline Youth Hockey  
 (Name of Organization)

P.O. Box 470663 Brookline MA. 02447  
 (Address of Organization)

a Non Prof. T organization, on the 4th day of February  
 between the hours of 8- to 11pm at the following described place:

Brookline Teen Center 40 Aspinwall Ave Brookline MA.

[NOTE: Under state law, temporary licensees may not sell alcoholic beverages between  
 the hours of 2 a.m. and 8 a.m.]

State law permits issuance of a temporary license to sell alcohol only to the responsible  
 manager of an organization.

The above organization represents and warrants that the following individual is the  
 organization's responsible manager:

Name: Wendy Ames Address: [REDACTED]

Title: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Telephone number(s) (24-hour contact information): [REDACTED]

Email address(es): \_\_\_\_\_

Complete name and address of officer of the organization applying:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Address: \_\_\_\_\_

1) How many cases or barrels, etc. of malt or wine beverages are to be available for sale?

10 CASES

2) What is the maximum number of people to attend? 150

3) What is the age group of people to attend? 30-50

4) Are you charging an admission fee? \_\_\_\_\_

5) How will alcoholic beverages be dispensed or served and by whom? Please state the

names, addresses and telephone numbers of all person(s) serving alcoholic beverages. \_\_\_\_\_

Cocktail LLC 5 NARSET RD

Weymouth MA 02191

6) State whether or not the person(s) dispensing or serving alcohol received TIPS certification or equivalent safe-service-of-alcohol training, and the date(s) of any such certification or training. (PLEASE ATTACH DOCUMENTATION PERTAINING TO SUCH CERTIFICATION OR TRAINING.): Yes please see

Attached TIPS Certification

7) If any attending are under age 21, what method will be used to check I.D. and what procedures will be followed to make certain that those under age 21 are not served and are not allowed to consume alcoholic beverages? None w./l be

A Harpini

8) Will a police detail or other types of security be provided? NO

If "Yes" what type and how many? NO

Note: Police details are arranged for by contacting the Brookline Police Department.

9) If different from the responsible manager identified above, please state the name, address, age, and 24-hour contact information of the official, employee, or representative of the organization who will be physically present at the event and who has been duly authorized by the organization to be responsible for supervising the event to ensure compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and maintenance of order and decorum:

(Name) \_\_\_\_\_ (Address) \_\_\_\_\_ (Date of Birth) \_\_\_\_\_

Telephone number(s) (24-hour contact information): \_\_\_\_\_

Email address(es): \_\_\_\_\_

10) Does the organization have a pending application for a liquor license as a common victualler, innholder or club? Is the premises for which a temporary license is sought already the subject of a liquor license? \_\_\_\_\_ Yes \_\_\_\_\_ No

If the answer is yes to either question, please detail: \_\_\_\_\_

11) Please describe the portion(s) of the premises where the sale, storage and/or furnishing of alcohol will take place, including a specification and description of all indoor and outdoor portions of the premises (e.g., in the case of a function, table areas, bars, dance floors, tented area, etc.): Alcohol will be served

inside with professional bartenders. After the event alcohol will be stored in a locked cabinet.

**Town Property Use:** In the event that the applicant seeks to use a Town property in connection with the event that is the subject of this application, this application must be accompanied by proof that the applicant has secured, and that there is in effect during the period of time for which the license is sought, a general liability policy naming the Town as an additional insured, or, if the general liability policy exempts alcohol-related incidents or occurrences, a liquor liability policy naming the Town as an additional insured. By signing this application, the organization and its officers, employees, agents and representatives absolve the Town and its officials, officers, employees, agents and representatives from all liability in connection with the applicant's proposed use. By signing this application, the organization agrees to indemnify the Town for any damage to the Town's personal and real property resulting from the use, and agrees to indemnify the Town for any expenses the Town incurs in restoring the property to its condition prior to the use (in excess of any routine cleaning and maintenance service the Town would ordinarily have performed irrespective of the use).

**Certification:** I certify that I, as the responsible manager of the organization, have been duly authorized to apply for this license on behalf of the organization, and that I will be responsible for the organization's compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and for the maintenance of order and decorum at the event.

Robert M. M. Beck  
Signature of Responsible Manager

**is is your Official TIPS® Certification Card.**  
 it with you as evidence of your skills and knowledge in the responsible  
 and consumption of alcohol.

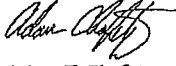
**Congratulations!**

By successfully completing the TIPS (Training for Intervention Procedures) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz  
 President, HCI

**IMPORTANT:** Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.



eTIPS On Premise 2 0SSN XXX-XX-XXXX  
 Issued. 1/26/2016 Expires. 1/26/2019  
 ID# 4171829 D.O.B. XX/XX/XXXX

Jim Dentremon  
 Cocktails  
 5 Nanset Rd  
 Weymouth, MA 02191-1511

For service visit us online at [www.gettips.com](http://www.gettips.com)

# **This is your Official TIPS® Certification Card.**

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

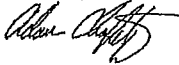
## **Congratulations!**

By successfully completing the TIPS (Training for Intervention Procedures) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam R. Chafetz  
President, HCI

**IMPORTANT:** Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

**TIPS®** eTIPS On Premise 2.0 SSN XXX-XX-XXXX  
 Issued 1/26/2016 Expires 1/26/2019  
 ID# 4171830 D.O.B.: XXXXXXXXX

Kathleen Dentremont  
Cocktails  
5 Nanset Rd  
Weymouth, MA 02191-1511

For service visit us online at [www.gettips.com](http://www.gettips.com)



HEALTH COMMUNICATIONS INC.  
1400 Key Blvd., Suite 700  
Arlington, VA 22209  
703-524-1200  
www.gettips.com

*This card was issued for successful completion of the TIPS program.*

Signature: Joan Grant Mann

<b>TIPS</b>	GetTIPS On Premise 2.0	XXXX-XX-XXXX
Issued	9/1/2015	SSN. 9/1/2018
ID#	4072074	Expires: XXXXXXXXXX
		D.O.B.
Joan Grant Mann 38 Bailey Ln Dedham, MA 02026-3110		
For service visit us online at <a href="http://www.gettips.com">www.gettips.com</a>		

**This is your Official TIPS® Certification Card.**

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol

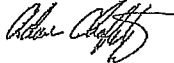
**Congratulations!**

By successfully completing the TIPS (Training for Intervention Procedures) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or colleagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or if we can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz  
President, HCI

**IMPORTANT:** Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

<b>TIPS®</b>	eTIPS On Premise 2	SSN	XXX-XX-XXXX
Issued	12/22/2014	Expires	12/22/2017
ID#	3888036	DOB	XX/XX/XXXX

Daniel G Daley  
Cocktails  
5 Nanset Rd  
Weymouth, MA 02191-1511

For service visit us online at [www.gettips.com](http://www.gettips.com)



Issued:

On Premise

8/25/2014

ID#:

3803276

SSN:

XXX-XX-XXXX

Expires:

8/12/2017

D.O.B.:

XXXXXX

BOB MYSERON

34 Barefoot Hill Rd

Sharon, MA 02067-2829

For service visit us online at [www.gettips.com](http://www.gettips.com)

Sonja Rodrigue, 57291





On Premise

Issued: 3/20/2014

ID#: 3682651

SSN: XXX-XX-XXXX

Expires: 3/9/2017

D.O.B.: XX/XX/XXXX

CAROLYN A IVEY

141 B St Unit 3

Boston, MA 02127-1126

For service visit us online at [www.gettips.com](http://www.gettips.com)

Benjamin Stoller, 46030



*Commonwealth of Massachusetts*  
*Executive Office of Public Safety and Security*  
*Department of Fire Services*  
*Office of the State Fire Marshal*



**Certificate of Completion**

*This certifies that*

Matthew Cooney

*Successfully completed the Crowd Manager Training Program*  
*In accordance with 527 CMR sec. 10.13(d) – Designation of a Crowd Manager*

Date issued: November 4, 2014

Expires: November 4, 2017  
Certificate #: rRyWO714Hs4kMf9

Stephen D. Coan  
State Fire Marshal



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/24/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
Kaplansky - Weymouth  
253 Washington Street  
Weymouth MA 02188

CONTACT NAME: Rick Rosenfeld

PHONE (A/C, No, Ext): 781-331-5200

FAX (A/C, No): 781-340-1817

E-MAIL ADDRESS: commercial@kaplansky.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURED  
COCKTA1  
Cocktails, LLC  
Jim Dentremont  
5 Nanset Rd  
Weymouth MA 02191

INSURER A Mount Vernon Fire Insurance Co

INSURER B United States Liability Ins

INSURER C

INSURER D

INSURER E

INSURER F

## COVERAGES

CERTIFICATE NUMBER: 2094359039

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		CL2652807C	12/18/2016	12/18/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				
B	Liquor Liability		CL1634026C	12/18/2016	12/18/2017	Occurrence 1,000,000 Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

BROOKLINE TEEN CENTER  
40 ASPINWALL AVENUE  
BROOKLINE MA 02446

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS

AUTHORIZED REPRESENTATIVE

**TOWN OF BROOKLINE**  
**APPLICATION FOR A TEMPORARY WINE AND MALT ALCOHOLIC**  
**BEVERAGES SALES LICENSE**

Date: 1/19/17

I hereby make application for a TEMPORARY ALCOHOLIC BEVERAGE LICENSE  
 for the purpose of selling and dispensing WINE AND MALT alcoholic beverages  
 permitted by law at a

birthday party  
 (state whether meeting, banquet, concert, picnic, wedding, etc.)

which is to be held by Vine Ripe Grill  
 (Name of Organization)

1281 W. Roxbury Pkwy. Chestnut Hill  
 (Address of Organization)

a \_\_\_\_\_ organization, on the 4th day of February  
 between the hours of 7:00-11:00 at the following described place:

Vine Ripe Grill

[NOTE: Under state law, temporary licensees may not sell alcoholic beverages between the hours of 2 a.m. and 8 a.m.]

State law permits issuance of a temporary license to sell alcohol only to the responsible manager of an organization.

The above organization represents and warrants that the following individual is the organization's responsible manager:

Name: Lisa Wise Address: 14 Independence St. CH

Title: OWNER Date of Birth: 08/05/57

Telephone number(s) (24-hour contact information): 617-335-4335

Email address(es): lwawise@hotmail.com

Complete name and address of officer of the organization applying:

Name: Lisa Wise Title: above Address: above

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Address: \_\_\_\_\_

1) How many cases or barrels, etc. of malt or wine beverages are to be available for sale?

2 1/2 cases wine 2 1/2 cases beer

2) What is the maximum number of people to attend? 50

3) What is the age group of people to attend? 40-70

4) Are you charging an admission fee? no

5) How will alcoholic beverages be dispensed or served and by whom? Please state the names, addresses and telephone numbers of all person(s) serving alcoholic beverages.

Arthur Jackson Jesse Wise  
11 Coniference Dr CH 617-218-7809

6) State whether or not the person(s) dispensing or serving alcohol received TIPS certification or equivalent safe-service-of-alcohol training, and the date(s) of any such certification or training. (PLEASE ATTACH DOCUMENTATION PERTAINING TO SUCH CERTIFICATION OR TRAINING.):

Yes - will forward

7) If any attending are under age 21, what method will be used to check I.D. and what procedures will be followed to make certain that those under age 21 are not served and are not allowed to consume alcoholic beverages?

nta

8) Will a police detail or other types of security be provided?

no

If "Yes" what type and how many?

Note: Police details are arranged for by contacting the Brookline Police Department.

9) If different from the responsible manager identified above, please state the name, address, age, and 24-hour contact information of the official, employee, or representative of the organization who will be physically present at the event and who has been duly authorized by the organization to be responsible for supervising the event to ensure compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and maintenance of order and decorum:

(Name) (Address) (Date of Birth)

Telephone number(s) (24-hour contact information):

Email address(es):

10) Does the organization have a pending application for a liquor license as a common victualler, innholder or club? Is the premises for which a temporary license is sought already the subject of a liquor license? ☒ Yes ☐ No

If the answer is yes to either question, please detail:

Grill on the Green, Inc  
active license for 10 years

11) Please describe the portion(s) of the premises where the sale, storage and/or furnishing of alcohol will take place, including a specification and description of all indoor and outdoor portions of the premises (e.g., in the case of a function, table areas, bars, dance floors, tented area, etc.):

main room

**Town Property Use:** In the event that the applicant seeks to use a Town property in connection with the event that is the subject of this application, this application must be accompanied by proof that the applicant has secured, and that there is in effect during the period of time for which the license is sought, a general liability policy naming the Town as an additional insured, or, if the general liability policy exempts alcohol-related incidents or occurrences, a liquor liability policy naming the Town as an additional insured. By signing this application, the organization and its officers, employees, agents and representatives absolve the Town and its officials, officers, employees, agents and representatives from all liability in connection with the applicant's proposed use. By signing this application, the organization agrees to indemnify the Town for any damage to the Town's personal and real property resulting from the use, and agrees to indemnify the Town for any expenses the Town incurs in restoring the property to its condition prior to the use (in excess of any routine cleaning and maintenance service the Town would ordinarily have performed irrespective of the use).

**Certification:** I certify that I, as the responsible manager of the organization, have been duly authorized to apply for this license on behalf of the organization, and that I will be responsible for the organization's compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and for the maintenance of order and decorum at the event.

  
 Signature of Responsible Manager



On Premise

SSN: . XXX-XX-XXXX

Issued: 3/9/2015

Expires: 3/3/2018

ID#: 3934952

D.O.B.: XX/XX/XXXX

JESSE K WISEL

1281 W Roxbury Pkwy

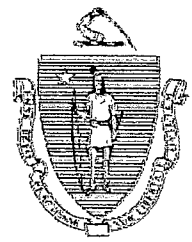
Chestnut Hill, MA 02467-3166

For service visit us online at [www.gettips.com](http://www.gettips.com)

Michael Marcantonio, 64



*Commonwealth of Massachusetts*  
*Executive Office of Public Safety and Security*  
*Department of Fire Services*  
*Office of the State Fire Marshal*



**Certificate of Completion**

*This certifies that*

Lisa Wisel

*Successfully completed the Crowd Manager Training Program*  
*In accordance with 527 CMR sec. 10.13(d) – Designation of a Crowd Manager*

Date issued: November 10, 2014

Expires: November 10, 2017  
Certificate #: Ui2bAUm2B98W6fs

Stephen D. Coan  
State Fire Marshal





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/31/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> McSweeney & Ricci Insurance Agency, Inc. 420 Washington Street Braintree MA 02185		<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 781-848-8600 FAX (A/C, No): 781-843-8807 E-MAIL: mrireception@mcsweeneyricci.com ADDRESS: mrireception@mcsweeneyricci.com	
<b>INSURED</b> Vine Ripe Grill Grill on the Green Inc DBA 1281 West Roxbury Parkway Brookline MA 02467		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: National Grange Mutual INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
VINER-1		NAIC # 14788	

## COVERAGES

CERTIFICATE NUMBER: 827871744

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC.			BPT1915N	4/1/2016	4/1/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO. <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED. RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WCT1915N	4/1/2016	4/1/2017	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000
A	Liquor			BPT1915N	4/1/2016	4/1/2017	Occurrence \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Town of Brookline is added as additional insured.

## CERTIFICATE HOLDER

## CANCELLATION

Town of Brookline 333 Washington Street Brookline MA 02445	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	---

© 1988-2010 ACORD CORPORATION. All rights reserved.

**TOWN OF BROOKLINE**  
**APPLICATION FOR A TEMPORARY WINE AND MALT ALCOHOLIC**  
**BEVERAGES SALES LICENSE**

Date: 1/19/17

I hereby make application for a TEMPORARY ALCOHOLIC BEVERAGE LICENSE  
 for the purpose of selling and dispensing WINE AND MALT alcoholic beverages  
 permitted by law at a

meeting - 21<sup>st</sup> Century Fund  
 (state whether meeting, banquet, concert, picnic, wedding, etc.)

which is to be held by Vine Ripe Grill  
 (Name of Organization)

1281 W. Roxbury Plwy. Chestnut Hill  
 (Address of Organization)

a \_\_\_\_\_ organization, on the 7<sup>th</sup> day of February  
 between the hours of 5:00 - 8:00 at the following described place:  
same as above

[NOTE: Under state law, temporary licensees may not sell alcoholic beverages between  
 the hours of 2 a.m. and 8 a.m.]

State law permits issuance of a temporary license to sell alcohol only to the responsible  
 manager of an organization.

The above organization represents and warrants that the following individual is the  
 organization's responsible manager:

Name: Lisa Wisel Address: 14 Independence Dr. CH

Title: owner Date of Birth: 08/05/57

Telephone number(s) (24-hour contact information): 617-335-4335

Email address(es): lisawisel@hotmail.com

Complete name and address of officer of the organization applying:

Name: Lisa Wisel Title: above Address: above

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Address: \_\_\_\_\_

1) How many cases or barrels, etc. of malt or wine beverages are to be available for sale?

1 case, 2 cases

2) What is the maximum number of people to attend? 60

3) What is the age group of people to attend? 30-50

4) Are you charging an admission fee? no

5) How will alcoholic beverages be dispensed or served and by whom? Please state the names, addresses and telephone numbers of all person(s) serving alcoholic beverages.

Jess Wise 14 Independence B. CH  
617-218-7809

6) State whether or not the person(s) dispensing or serving alcohol received TIPS certification or equivalent safe-service-of-alcohol training, and the date(s) of any such certification or training. (PLEASE ATTACH DOCUMENTATION PERTAINING TO SUCH CERTIFICATION OR TRAINING.): Yes

7) If any attending are under age 21, what method will be used to check I.D. and what procedures will be followed to make certain that those under age 21 are not served and are not allowed to consume alcoholic beverages? no

8) Will a police detail or other types of security be provided? no

If "Yes" what type and how many? \_\_\_\_\_

Note: Police details are arranged for by contacting the Brookline Police Department.

9) If different from the responsible manager identified above, please state the name, address, age, and 24-hour contact information of the official, employee, or representative of the organization who will be physically present at the event and who has been duly authorized by the organization to be responsible for supervising the event to ensure compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and maintenance of order and decorum:

(Name)

(Address)

(Date of Birth)

Telephone number(s) (24-hour contact information): \_\_\_\_\_

Email address(es): \_\_\_\_\_

10) Does the organization have a pending application for a liquor license as a common victualler, innholder or club? Is the premises for which a temporary license is sought already the subject of a liquor license? No Yes \_\_\_\_\_ No \_\_\_\_\_

If the answer is yes to either question, please detail

Gull on the Green Inc.  
active license for 10 years

11) Please describe the portion(s) of the premises where the sale, storage and/or furnishing of alcohol will take place, including a specification and description of all indoor and outdoor portions of the premises (e.g., in the case of a function, table areas, bars, dance floors, tented area, etc.):

main room Outnet Room

**Town Property Use:** In the event that the applicant seeks to use a Town property in connection with the event that is the subject of this application, this application must be accompanied by proof that the applicant has secured, and that there is in effect during the period of time for which the license is sought, a general liability policy naming the Town as an additional insured, or, if the general liability policy exempts alcohol-related incidents or occurrences, a liquor liability policy naming the Town as an additional insured. By signing this application, the organization and its officers, employees, agents and representatives absolve the Town and its officials, officers, employees, agents and representatives from all liability in connection with the applicant's proposed use. By signing this application, the organization agrees to indemnify the Town for any damage to the Town's personal and real property resulting from the use, and agrees to indemnify the Town for any expenses the Town incurs in restoring the property to its condition prior to the use (in excess of any routine cleaning and maintenance service the Town would ordinarily have performed irrespective of the use.

**Certification:** I certify that I, as the responsible manager of the organization, have been duly authorized to apply for this license on behalf of the organization, and that I will be responsible for the organization's compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and for the maintenance of order and decorum at the event.

Sam O'Neil

Signature of Responsible Manager



On Premise

SSN: XXX-XX-XXXX

Issued: 3/9/2015

Expires: 3/3/2018

ID#: 3934952

D.O.B.: XX/XX/XXXX

JESSE K WISEL

1281 W Roxbury Pkwy

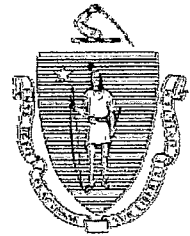
Chestnut Hill, MA 02467-3166

For service visit us online at [www.gettips.com](http://www.gettips.com)

Michael Marcantonio, 64



*Commonwealth of Massachusetts*  
*Executive Office of Public Safety and Security*  
*Department of Fire Services*  
*Office of the State Fire Marshal*



**Certificate of Completion**

*This certifies that*

Lisa Wisel

*Successfully completed the Crowd Manager Training Program*  
*In accordance with 527 CMR sec. 10.13(d) – Designation of a Crowd Manager*

Date issued: November 10, 2014

Expires: November 10, 2017  
Certificate #: Uf2bAUm2B98W6fs

Stephen D. Coan  
State Fire Marshal



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/31/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> McSweeney & Ricci Insurance Agency, Inc. 420 Washington Street Braintree MA 02185		<b>CONTACT NAME:</b> PHONE (A/C No, Ext): 781-848-8600 E-MAIL: mrireception@mcsweeneyricci.com ADDRESS: mrireception@mcsweeneyricci.com		<b>FAX (A/C No):</b> 781-843-8807
<b>INSURED</b> Vine Ripe Grill Grill on the Green Inc DBA 1281 West Roxbury Parkway Brookline MA 02467		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: National Grange Mutual INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		<b>NAIC #</b> 14788

## COVERAGES

CERTIFICATE NUMBER: 827871744

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			BPT1915N	4/1/2016	4/1/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO. <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCT1915N	4/1/2016	4/1/2017	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000
A	Liquor			BPT1915N	4/1/2016	4/1/2017	Occurrence \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Town of Brookline is added as additional insured.

## CERTIFICATE HOLDER

## CANCELLATION

Town of Brookline 333 Washington Street Brookline MA 02445	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	---

© 1988-2010 ACORD CORPORATION. All rights reserved.

## TOWN OF BROOKLINE

APPLICATION FOR A TEMPORARY WINE AND MALT ALCOHOLIC  
BEVERAGES SALES LICENSEDate: 1/19/17

I hereby make application for a TEMPORARY ALCOHOLIC BEVERAGE LICENSE  
for the purpose of selling and dispensing WINE AND MALT alcoholic beverages  
permitted by law at a

Chamber of Commerce fundraising event  
(state whether meeting, banquet, concert, picnic, wedding, etc.)

which is to be held by Chamber of Commerce  
(Name of Organization)

251 Harvard St. Brookline, MA  
(Address of Organization)

a \_\_\_\_\_ organization, on the 9th day of February  
between the hours of 5:30 - 8:30 at the following described place:  
Brookline Teen Center 40 Aspinwall Ave

[NOTE: Under state law, temporary licensees may not sell alcoholic beverages between the hours of 2 a.m. and 8 a.m.]

State law permits issuance of a temporary license to sell alcohol only to the responsible manager of an organization.

The above organization represents and warrants that the following individual is the organization's responsible manager:

Name: Lisa Wise Address: 14 Independence Dr. CH, MA  
Title: president Date of Birth: 08/09/57  
Telephone number(s) (24-hour contact information): 617-335-4335  
Email address(es): lisa.wise@hotmail.com

Complete name and address of officer of the organization applying:

Name: Lisa Wise Title: above Address: above

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Address: \_\_\_\_\_



1) How many cases or barrels, etc. of malt or wine beverages are to be available for sale?

3 cases of wine, 4 cases of beer

2) What is the maximum number of people to attend? 125

3) What is the age group of people to attend? 25-75

4) Are you charging an admission fee? Yes

5) How will alcoholic beverages be dispensed or served and by whom? Please state the names, addresses and telephone numbers of all person(s) serving alcoholic beverages.

Jesse Wisel, Vine Leaf Grill  
14 Independence Dr. CH - 617-218-7809

6) State whether or not the person(s) dispensing or serving alcohol received TIPS certification or equivalent safe-service-of-alcohol training, and the date(s) of any such certification or training. (PLEASE ATTACH DOCUMENTATION PERTAINING TO SUCH CERTIFICATION OR TRAINING.): Yes - will forward

7) If any attending are under age 21, what method will be used to check I.D. and what procedures will be followed to make certain that those under age 21 are not served and are not allowed to consume alcoholic beverages? na

8) Will a police detail or other types of security be provided? no

If "Yes" what type and how many? \_\_\_\_\_

Note: Police details are arranged for by contacting the Brookline Police Department.

9) If different from the responsible manager identified above, please state the name, address, age, and 24-hour contact information of the official, employee, or representative of the organization who will be physically present at the event and who has been duly authorized by the organization to be responsible for supervising the event to ensure compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and maintenance of order and decorum:

(Name) \_\_\_\_\_ (Address) \_\_\_\_\_ (Date of Birth) \_\_\_\_\_

Telephone number(s) (24-hour contact information): \_\_\_\_\_

Email address(es): \_\_\_\_\_

10) Does the organization have a pending application for a liquor license as a common victualler, innholder or club? Is the premises for which a temporary license is sought already the subject of a liquor license? Yes No

If the answer is yes to either question, please detail: Grill on the Green, Inc.  
liquor license active for 10 years

11) Please describe the portion(s) of the premises where the sale, storage and/or furnishing of alcohol will take place, including a specification and description of all indoor and outdoor portions of the premises (e.g., in the case of a function, table areas, bars, dance floors, tented area, etc.):

throughout the tier center - game room,  
front room, gym

**Town Property Use:** In the event that the applicant seeks to use a Town property in connection with the event that is the subject of this application, this application must be accompanied by proof that the applicant has secured, and that there is in effect during the period of time for which the license is sought, a general liability policy naming the Town as an additional insured, or, if the general liability policy exempts alcohol-related incidents or occurrences, a liquor liability policy naming the Town as an additional insured. By signing this application, the organization and its officers, employees, agents and representatives absolve the Town and its officials, officers, employees, agents and representatives from all liability in connection with the applicant's proposed use. By signing this application, the organization agrees to indemnify the Town for any damage to the Town's personal and real property resulting from the use, and agrees to indemnify the Town for any expenses the Town incurs in restoring the property to its condition prior to the use (in excess of any routine cleaning and maintenance service the Town would ordinarily have performed irrespective of the use).

**Certification:** I certify that I, as the responsible manager of the organization, have been duly authorized to apply for this license on behalf of the organization, and that I will be responsible for the organization's compliance with all applicable federal, state, and local laws, regulations, ordinances and conditions on the license and for the maintenance of order and decorum at the event.

Tim D. [Signature]  
 Signature of Responsible Manager



On Premise

SSN: XXX-XX-XXXX

Issued: 3/9/2015

Expires: 3/3/2018

ID#: 3934952

D.O.B.: XX/XX/XXXX

JESSE K WISEL

1281 W Roxbury Pkwy

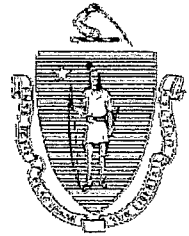
Chestnut Hill, MA 02467-3166

For service visit us online at [www.gettips.com](http://www.gettips.com)

Michael Marcantonio, 64



*Commonwealth of Massachusetts*  
*Executive Office of Public Safety and Security*  
*Department of Fire Services*  
*Office of the State Fire Marshal*



**Certificate of Completion**

*This certifies that*

Lisa Wisel

*Successfully completed the Crowd Manager Training Program*  
*In accordance with 527 CMR sec. 10.13(d) – Designation of a Crowd Manager*

Date issued: November 10, 2014

Expires: November 10, 2017  
Certificate #: Ui2bAUm2B98W6fs

Stephen D. Coan  
State Fire Marshal



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/31/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> McSweeney & Ricci Insurance Agency, Inc. 420 Washington Street Braintree MA 02185		<b>CONTACT NAME:</b> PHONE (A/C No, Ext): 781-848-8600 FAX (A/C No): 781-843-8807 E-MAIL: mrireception@mcsweeneyricci.com ADDRESS:	
<b>INSURED</b> Vine Ripe Grill Grill on the Green Inc DBA 1281 West Roxbury Parkway Brookline MA 02467		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : National Grange Mutual INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	
VINER-1		NAIC # 14788	

## COVERAGES

CERTIFICATE NUMBER: 827871744

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			BPT1915N	4/1/2016	4/1/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WCT1915N	4/1/2016	4/1/2017	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000
A	Liquor			BPT1915N	4/1/2016	4/1/2017	Occurrence \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Town of Brookline is added as additional insured.

## CERTIFICATE HOLDER

## CANCELLATION

Town of Brookline 333 Washington Street Brookline MA 02445	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	---

© 1988-2010 ACORD CORPORATION. All rights reserved.



**Melvin Kleckner**

---

**From:** Melvin Kleckner  
**Sent:** Tuesday, January 31, 2017 10:11 AM  
**To:** Ben Franco; Bernard Greene ([bgreene@brooklinema.gov](mailto:bgreene@brooklinema.gov)); Nancy Daly; Nancy Heller ([nheller@brooklinema.gov](mailto:nheller@brooklinema.gov)); Neil Wishinsky  
**Cc:** Joslin Murphy; Stephanie Orsini  
**Subject:** FW: Statement on Sanctuay City Status  
**Attachments:** Edited Statement.docx

Yesterday, I circulated a draft statement for the Board to read tonight in response to the new immigration policies being implemented at the federal level. The idea was for Board members to provide me with their edits independently in order to avoid deliberation outside of an open meeting. The final edited statement would then be read by the Chair at our meeting this evening. Instead, this process has resulted in a substantial re-write of the draft statement, along with additional actions being proposed that the Board has not yet discussed or acted upon (see attached). This shall require discussion and deliberation this evening before being adopted as an official Statement of the Board. Attached is the new version of the Statement.

---

**From:** Melvin Kleckner  
**Sent:** Monday, January 30, 2017 3:15 PM  
**To:** Ben Franco; Bernard Greene ([bgreene@brooklinema.gov](mailto:bgreene@brooklinema.gov)); Nancy Daly; Nancy Heller ([nheller@brooklinema.gov](mailto:nheller@brooklinema.gov)); Neil Wishinsky  
**Cc:** Stephanie Orsini ; [lgellineau@brooklinema.gov](mailto:lgellineau@brooklinema.gov)  
**Subject:** Statement on Sanctuay City Status

Based on discussions with chairman Wishinsky, I have drafted the attached statement for the Board to;

- 1.) Officially declare the Town's Sanctuary status
- 2.) Communicate the Board's request of the DICR Commission to review our Police Department's policy to comply with federal immigration enforcement programs
- 3.) Express its support for any undocumented immigrant residing in the town of Brookline.

We have placed this matter on the supplemental Calendar for tomorrow evening. If you have any proposed changes to the Statement, please send them to me or Stephanie. Please do not copy others on your response as this could be perceived to be deliberation.

Mel

**DRAFT STATEMENT OF THE BOARD OF SELECTMEN**  
**January 31, 2017**

The Brookline Board of Selectmen wishes to reaffirm Brookline's guiding moral principles as they relate to the people who have been targeted by the President's executive orders while we, along with the rest of the world, are still trying to understand what the Trump administration's unprecedented actions mean.

These principles require that we affirm our support for the safety and well-being of all residents and visitors, regardless of immigration status and offer the support of the Town for the health, mental health, well-being, safe haven, and sanctuary of immigrants, whether documented or not, refugees, and others who are or may become the target of future executive action by the Federal government. We also proclaim that actions by the Federal government targeting and denigrating immigrants and refugees, which create an atmosphere of fear and hatred in the country and potentially in Brookline, must be and will be resisted and combated by all legal means. We further reaffirm our support for the sentiments expressed in Town Meeting's Warrant Article XX voted at the November, 1985 Town Meeting and Warrant Article XXX voted at the November 2006 Town Meeting concerning safe sanctuary in Brookline for immigrants and refugees from all countries regardless of their immigration status.

The recent developments in Washington by the new administration portend a policy of enforcing the immigration laws in an overreaching manner and in violation of the constitution and the laws of the United States, including international treaties respecting immigrants and refugees, which are part of United States Federal law, and in violation of long established American moral principles. The new administration also threatens to illegally commandeer local governments and police forces to perform acts with respect to immigration that are solely the responsibility of the Federal government. In response to these developments:

- The Board of Selectmen has initiated a review of the Police Department's policies as they relate to responding to varying types of requests for assistance by U.S. Immigration



and Customs Enforcement. The Board has elected to solicit the input of the Town's Commission on Diversity, Inclusion and Community Relations by asking the Commission to review the current policies and to recommend any changes warranted by developments at the Federal level with respect to immigrants and refugees.

- The Board of Selectmen also hereby directs all Town officials and employees to make available Town services and resources in support of the health, mental health, education, shelter, sustenance, and well-being of all of our residents and visitors, including immigrants, irrespective of their legal status, and refugees and that no actions against any person within the Town of Brookline shall be based solely on that person's status as an immigrant or refugee and that no Town employee shall ask for information on the immigration status of any person unless reasonably necessary for the provision of services by Town employees.
- The Board of Selectmen also directs Town Counsel to work with other towns and cities to develop affirmative legal strategies and defensive legal measures to protect these responses by the Town and to defend against any punitive measures undertaken by the Federal government against state and local governmental entities.
- The Board of Selectmen further request of Brookline civil society, including houses of worship, service organizations, political entities, nonprofit organizations, educational institutions, and individuals, that they (1) learn about, (2) provide support, welcome, safe haven, and sanctuary to, and (3) help integrate into the fabric of our community, all resident or visiting immigrants, irrespective of their legal status, and refugees.

**DRAFT STATEMENT OF THE BOARD OF SELECTMEN**  
**January 31, 2017**

The Town of Brookline has been designated a "Sanctuary City" since 1985 when Town Meeting enacted a Resolution declaring itself a sanctuary for refugees from El Salvador, Guatemala and Haiti. In 2006, the Town Meeting reaffirmed its sanctuary city status by passing a new Resolution, extending sanctuary to all undocumented immigrants from all countries of the world.

Most recently in response to the federal government's initiative to enforce immigration status, the Board of Selectmen reviewed the Police Department's policies in complying with the Immigration and Customs Enforcement's (ICE) Priority Enforcement Program. The Board directed its Commission on Diversity, Inclusion and Community Relations to review the current policy and make recommendations on any changes to modify or strengthen it.

---

Meanwhile, the Board of Selectmen of the Town of Brookline will continue to support and promote the safety, health and well-being of all our residents, regardless of immigration status. Today, the Town of Brookline remains as committed to all of our residents as we have been since we first became a Sanctuary City 31 years ago.

# Politics shape 'sanctuary' cities

1/31/2017

By Meghan E. Irons

GLOBE STAFF

President Trump's pledge to withhold federal money from so-called sanctuary cities has reignited controversy over the role that local law enforcement and officials have in immigration regulation.

The Globe asked Boston College law professor Kari Hong, who specializes in immigration, to answer some basic questions on how sanctuary cities work in politics and practice. Her responses have been edited for clarity and length.

**What is a sanctuary city, and how did that term originate?**

The term implies that cities are providing protection for undocumented immigrants or defiance of the law. It is not that.

The sanctuary city term likely came from activists who believe it offered more protection than it actually offered. The activists believe that immigration laws will no longer apply or be enforced in a sanctuary city. That is not true. It's just that the federal government has to do the enforcement and not the local police. And the federal government is always allowed to do that enforcement, even in sanctuary cities. They have to bring their own agents, get their own information, and put the people in their own detention facilities.

**So if Mayor Martin J. Walsh, as promised, opens up City Hall to undocumented immigrants for shelter, can the city prevent federal authorities from getting inside the building?**

No. And no one is asking to do that. As an example, some college campuses offer sanctuary to their undocumented students. The federal government can say, "give me the names of your noncitizens," and the campuses can refuse. But if the federal government returns with a warrant, the colleges will have to provide the information.

**So is sanctuary city just a political term?**

Yes, unfortunately. It is not an official designation. Its use started under President George W. Bush's Secure Communities Program, which asks cities and states to work with the federal government on deportation enforcement by running background checks on those they arrest and then detain until Immigration and Customs Enforcement authorities determine if they are deportable. The federal government's effort was renamed the Priority Enforcement Program under President Obama.

The reason why cities began to decline helping the federal government is because the federal authorities told them they were going to get all the bad guys — the drug dealers, rapists, and murderers — out of cities and towns. But what was happening was that about 40 percent had no criminal record and 16 percent had minor crimes, such as undocumented immigrants who were driving without a driver's license on the way to drop their kid to school. The states and cities were also stuck detaining immigrants for years and were not being reimbursed by the federal government. The effort ended up costing millions.

*Meghan E. Irons can be reached at [meghan.ironson@globe.com](mailto:meghan.ironson@globe.com). Follow her on Twitter @meghanironson.*



**Charge to the DICR Commission to Review/Recommend Police Department Policies  
Relating to Compliance with Federal Immigration Programs**

At their meeting on January 3, 2017, the Board of Selectmen considered the Police Department's current policies and practices relating to the Town's compliance with federal immigration programs, especially the United States Immigration and Customs Enforcement (ICE) Priority Enforcement Program (formerly referred to as the Secure Communities Initiative). The Board voted to formally refer this matter to the Diversity, Inclusion and Community Relations Commission for its review and recommendation.

Please find attached a packet of information that includes;

- 1) Town Meeting Resolutions from 1985 and 2006 relating to Brookline's "Sanctuary Town" status.
- 2.) The Brookline Police Department's current policies and practices relating to compliance with the Secure Communities Initiative.
- 3.) A copy of a presentation on ICE's Priority Enforcement Program.
- 4.) Copies of resolutions, ordinances or other policies from the cities of Boston, Cambridge, Newton and Somerville and the town of Amherst.
- 5.) A memorandum from the Police Department comparing the Town of Brookline's procedures with other communities.

The Board is asking that the Commission, and its staff, and other interested residents work with the Police Chief or his designee, to review the above materials, engage in other relevant research, gather input from stakeholders and other interested parties, and deliver findings and recommendations to the Board of Selectmen. Please be prepared to make a preliminary report to the Board on this work no later than March 31, 2017.





**OFFICE OF THE TOWN ADMINISTRATOR  
MEMORANDUM**

**TO:** Board of Selectmen

**FROM:** Melvin A. Kleckner, Town Administrator

**RE:** Brookline's Sanctuary City Status

**DATE:** December 30, 2016

---

At our meeting on Tuesday evening, the Board of Selectmen will discuss the status of prior Town Meeting resolutions (1985 and 2006) affirming Brookline as a "Sanctuary City" and to review the merits of the Police Department's policy of complying with the federal Secure Communities Act (now referred to as the Priority Enforcement Program). In addition to an overview of the PEP, we have included policies and ordinances from other Massachusetts communities for your reference, including Boston, Cambridge, Somerville, Newton and Amherst. The Chief of Police will be present at the meeting and will review the evolution of the Department's policies and practices and its current status.

We look forward to the Board's discussion and policy direction in this matter.

---

**cc:** Daniel O'Leary, Chief of Police  
Lloyd Gellineau, Director of Diversity, Inclusion, and Community Relations

24-6

The Selectmen recommend FAVORABLE ACTION on the following vote:

VOTED: that the town adopt the following resolution:

BE IT HEREBY RESOLVED THAT:

The Town of Brookline become a sanctuary for refugees from El Salvador, Guatemala, and Haiti, and that they shall be afforded all rights and privileges offered and supplied to all people residing or working in the Town;

it is the policy of the Town that, to the extent legally possible, no department or employee of the Town will violate established or future sanctuaries by officially assisting or voluntarily cooperating with investigations or arrest procedures, public or clandestine, relating to alleged violations of immigration law by refugees from El Salvador, Guatemala, or Haiti or by those offering sanctuary;

the Town supports and appreciates its residents who may provide bedding, food, health and other settlement assistance, as well as friendship to refugees from El Salvador, Guatemala, and Haiti; and the Town will not participate in any form in the compounding of injustice against these refugees or in the Federal Government's persecution of those who in good faith offer humanitarian assistance to these refugees;

the Town supports all efforts intended to provide free, effective legal representation for any person residing in Massachusetts, who is seeking asylum in the U.S. because of fear of persecution in his or her homeland, including Mass. Senate Bill #1063 sponsored by Senator Jack Backman;

and that the Town Clerk shall communicate this resolution to all departments of the Town, the Massachusetts delegation to the Congress of the United States, our representative in the Great and General Court of the Commonwealth, the local and national Directors of the Immigration and Naturalization Service, and to President Ronald Reagan.

Brookline Town Meeting  
November, 1985



**RESOLUTION Reaffirming Sanctuary Status for Undocumented Immigrants:**

Adopted by the Brookline Town Meeting in November, 2006

**WHEREAS:** The Town of Brookline has been built and enriched by generations of immigrants, and has a proud history since November, 1985, as a Sanctuary for refugees from El Salvador, Guatemala, and Haiti;

**WHEREAS:** There are now approximately 12 million undocumented immigrants in the USA who have been systematically denied the opportunity enjoyed by past generations of immigrants to become legal permanent residents or citizens of this country; over the past two decades, immigration policy has become even more restrictive and punitive and closed off avenues previously available for immigrants to obtain legal permanent residency, while the US-Mexico border has been further militarized;

**WHEREAS:** While borders have been closed off to people over the past two decades, they have been simultaneously opened up to trade and capital; these same "free trade" economic policies have increased poverty and decreased opportunities for people to make a dignified living and support their families;

**WHEREAS:** In 2005, record numbers of migrants seeking to support their families, with no means to migrate safely into the USA, perished in the desert along the US-Mexico border, while countless others died in the journey; and the migration experience has adverse emotional and psychological effects on families, kept apart for many years due to unjust immigration policies and backlogs in visa applications; and undocumented immigrants are especially vulnerable to workplace abuses and housing discrimination;

**WHEREAS:** Current US immigration policy does not reflect the standards of Brookline residents regarding what is just, humane and moral; and both undocumented and documented immigrants in the U.S. fuel our economy and those of their countries of origin;

**WHEREAS:** On December 16, 2005, the House of Representatives passed HR-4437, which would have drastic consequences for nearly all immigrants to this country, their families, their neighbors, and those who support them; and the US Senate has been considering a companion bill that contains many of the same counterproductive, misguided measures, including criminalization of immigrants and those who help them, further militarization of the border, turning police into immigration agents, and the erosion of cherished legal traditions such as due process; and the US Senate is also considering guest worker programs that would create a second-class citizenry without basic rights, disenfranchised and vulnerable to exploitation by unscrupulous employers;

**WHEREAS:** Much public discourse surrounding immigration has taken a tone ranging from irrational to racist, including the pejorative use of terms like "illegal" and "alien" to describe immigrants, with a dehumanizing effect that helps to justify policies criminalizing and excluding immigrants;

**WHEREAS:** Raids by the federal government, ranging from the highly publicized, nationwide workplace raids on April 17, 2006, that resulted in the arrest of 1,187 employees to the less widely known sweeps of homes such as occurred in Massachusetts on March 6, 2006, have

instilled fear and panic in immigrant communities and created environments that are ripe for intimidation, harassment and racial profiling;

**WHEREAS:** Following the raids in April of this year, the US Homeland Security Secretary announced plans to intensify such enforcement measures, an announcement that came in the midst of unprecedented numbers of immigrants demonstrating in defense of their dignity, against HR-4437, and for an opportunity to obtain legal permanent residency; and

**WHEREAS:** Numerous cities, including Maywood, Huntington Park, and Coachella, CA have recently declared themselves Sanctuary Cities, and cities from Cambridge MA (May 8, 2006) to Chicago and San Francisco have reaffirmed their earlier commitments as Sanctuaries,

**THEREFORE, BE IT HEREBY RESOLVED THAT:**

1. The Town of Brookline reaffirms its commitment as a Sanctuary Town, as declared by Town Meeting in November, 1985, and expands it now to include all undocumented immigrants from all countries;<sup>1</sup>
2. The Town endorses the platform of the Keep Our Families Together Campaign, an initiative of the National Alliance of Latin American and Caribbean Communities that seeks to (a) enable immigrants who currently live and work in the United States to obtain Permanent Resident status and have the option to apply for citizenship; (b) increase the number of visas available in the quota system with a preference for family unification; (c) establish a limit of no more than six months for the processing and resolution of immigration applications; (d) facilitate the integration and participation of immigrants into the political, social and economic life of this country; and (e) enable future immigrants to enter the United States under a legal system that is just and respectful of human rights;
3. The Town calls upon the US Department of Homeland Security and the US Immigration and Customs Enforcement to declare a moratorium on immigrant raids, at least until the US Congress comes to an agreement on comprehensive immigration reform, so that the debate can be carried out in good faith rather than against a backdrop of fear, repression and intimidation;
4. The Town affirms the basic human rights and dignity of every human being;
5. The Town rejects the use of the word "illegal" to describe human beings and the use of the word "aliens" to describe immigrants, and hereby adopts the language "undocumented" when referring to those who do not have federally recognized resident status and "immigrant" to refer to those who have migrated to the US from another country;
6. The Town of Brookline urges the US Senate to defeat HR 4437 and urges the President to veto such legislation if approved by the Senate; and
7. The Town Clerk shall forward a copy of this resolution on behalf of the Town of Brookline to the Massachusetts Congressional delegation and to the President of the United States.

# Memorandum

**To:** T.A. Melvin Kleckner  
**CC:**  
**From:** Chief Daniel C. O'Leary  
**Date:** 11/23/2016  
**Re:** Secure Communities

Sir,

The Secure Communities Initiative is a federal information sharing partnership between the Immigration and Customs Enforcement (ICE) and the Federal Bureau of Investigation (FBI) that helps to identify undocumented persons with criminal records without imposing new or additional requirements on state and local law enforcement. For decades, the Brookline Police Department (BPD) has shared fingerprints of all individuals who have been placed under arrest for criminal offenses to verify their true identity and to determine if they maybe wanted in other jurisdictions.

Under the Secure Communities Initiative, the FBI automatically sends the arrestees fingerprints to ICE to check against immigration databases. These checks would reveal if the arrestee is known to be unlawfully present in the United States, or is otherwise removable due to a criminal conviction. When ICE determines that an arrestee is removable, they will take action by prioritizing the removal of individuals who present the most significant threat to public safety as determined by the severity of the crime committed, criminal history, as well as those who have repeatedly violated immigration laws.

All prisoners taken into custody by the BPD are fingerprinted during the booking procedure. These fingerprints are electronically transmitted to the Massachusetts State Police (MSP) Identification Unit. The MSP will compare these fingerprints through the MSP Automated Fingerprint Indentation System (AFIS) criminal data base as well as transmit them to the FBI to be compared in the National AFIS criminal database.

CHIEF OF POLICE

November 23, 2016

The FBI will transmit these fingerprints to the Department of Homeland Security (DHS) in order for ICE to determine if the arrestee is removable based on their criteria. The length of time for this process will average for 2-3 hours.

When it is determined by ICE, that an arrestee is removable, ICE will file an emergency immigration detainer with the BPD. ICE will notify the BPD through the Criminal Justice Information System (CJIS). ICE will also fax a copy of the detainer to the BPD, at which point it is requested that a copy of this detainer be given to the arrestee, explaining that DHS is intending on assuming custody of the prisoner. This detainer would require this agency to retain custody of the arrestee for a forty eight (48) hour period commencing upon release on bail or arraignment.

In cases when the arrestee is arraigned in Brookline District Court (BDC), the detainer would be sent as part of the arrestee's document package, and the Norfolk County Sheriff's Office would take custody of the arrestee for the 48 period after arraignment.

In cases when the arrestee is bailed, the BPD would be responsible for ensuring that the arrestee is held for the 48 period. These instances are very unlikely to occur for several reasons including;

- The bail set by the Bail Commissioner would likely be unattainable by the arrestee after Bail Commissioner is informed of the DHS detainer.
- The arrestee may not wish to be bailed after they are advised that they will still be held after they pay the bail fee.

On most occasions, the arrestee will decide to wait for the next opening of court in order to be arraigned, which places the burden of holding the arrestee on the Sheriff's Office.

The BPD has been following this procedure since 2012, which under most circumstances eliminates the need for BPD initiated telephone requests to ICE Field Offices. Only in the rarest of incidences, based on the nature of the crime would BPD initiate telephone requests for information through ICE Field Offices.

**Melvin Kleckner**

---

**From:** Mark Morgan  
**Sent:** Friday, December 02, 2016 12:54 PM  
**To:** Melvin Kleckner  
**Cc:** Daniel OLeary  
**Subject:** RE: Sanctuary City Ordinances/Resolutions/Executive Orders ?

Mr. Kleckner,

Chief O'Leary asked for me to respond to your question on the differences between our existing BPD Policy and those of Cambridge, Somerville and Cambridge.

Our BPD Policy was written and issued two years prior (May 2012) to the other communities policies/orders/resolutions (May-June-July 2014) that were forwarded to me to review.

Our Policy as issued allows for the BPD to hold any person who is lawfully arrested for a criminal offense/criminal warrant in Brookline whose fingerprints are then electronically sent to the FBI data base and to compare against the existing data base for identification and criminal history purposes, something that is done with all arrestees, and if a we received a Federal Detainer via the Criminal Justice Information System we would hold the individual up to 48 hours. The other Cities policies allow for the release of an individual who was arrested on a minor criminal charge, with no past serious criminal history. There are exceptions allowed within these policies to hold subjects who fit this criteria, such as "public safety" concerns, I am assuming if you arrested a subject for a minor criminal offense but had reason to believe that the subject may have committed more serious offenses and need time to further investigate, you may honor the Federal Detainer. This is left up to the Supervisors of the police departments discretion.

We do not have a tracking protocol / procedure as the Boston & Cambridge policies establish to determine the number of persons held via detainers or released with detainers still outstanding.

In checking with the Brookline Police Prosecutor and the day shift Commanding Officer (who send our prisoners & paperwork to the Court), they report only a few individuals over the course of any year that have been arrested with detainers, and of that number, almost all have been held on state criminal charges pending court, not the detainer.

Brookline Court does not track detainer cases, only the associated criminal case.

Hope this is what you were looking for.

Mark

The substance of this message, including any attachments, may be confidential, legally privileged and/or exempt from disclosure pursuant to Massachusetts law. It is intended solely for the addressee. If you received this in error, please contact the sender and delete the material from any computer.

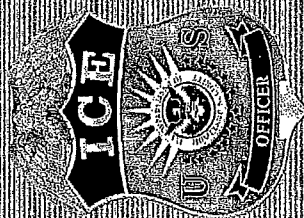




U.S. Immigration and  
Customs Enforcement

*Furthering Public Safety and the Security of the Homeland*

ENFORCEMENT AND REMOVAL OPERATIONS (ERO)



Priority Enforcement Program





U.S. Immigration and  
Customs Enforcement

# What is PEP?

- PEP builds upon enforcement priorities set forth in the November 20, 2014 Memorandum from DHS Secretary Jeh Johnson, entitled, *Policies for the Apprehension, Detention and Removal of Undocumented Immigrants*.
- PEP begins at the state and local level when law enforcement officers book a person into custody and take their fingerprints, which are sent to the FBI for criminal background checks.
- The biometric data is sent by the FBI to U.S. Immigration and Customs Enforcement (ICE) to determine whether the individual is in the country illegally.



## *How is PEP different from the detainee process under Secure Communities?*

- Under prior policy, detainees could be issued when an immigration officer had reason to believe the individual was a removable alien and fell within one or more enumerated priorities, which included immigration-related categories and having been convicted ***or charged*** with certain crimes.



U.S. Immigration and  
Customs Enforcement



U.S. Immigration and  
Customs Enforcement

# *How is PEP different from the detainee process under Secure Communities?*

ICE may seek the transfer of any priority alien. However, under PEP, ICE may only seek the transfer of an alien in the custody of state or local law enforcement when the alien has been **convicted** of an offense listed in the following priorities:

- Priority 1(c), for which an element was active participation in a criminal street gang; or
- Priority 1(d), classified as a felony in the convicting jurisdiction, other than when an essential element was the aliens immigration status; or
- Priority 1(e), classified as an “aggravated felony” as defined in section 101(a)(43) of the Immigration and Nationality Act.

# *How is PEP different from the detainer process under Secure Communities, continued*

- Priority 2(a), classified as three or more misdemeanor offenses, other than minor traffic offenses or where the essential element was alien's immigration status; or
- Priority 2(b), classified as a "significant misdemeanor", such as domestic violence; sexual abuse; burglary; unlawful possession or use of a firearm; drug distribution or trafficking; or driving under the influence; or another conviction resulting in a sentence of 90 days or more time to be served in custody, not included suspended sentences; or
- When, in the judgment of an ICE Field Office Director, the alien otherwise poses a danger to national security.



# *What forms will be used for notifications and transfers?*

- DHS has replaced the now obsolete Form I-247 (Immigration Detainer – Notice of Action) with **new forms**:
- **Form I-247N** (Request for Voluntary Notification of Release of Suspected Priority Alien);
- **Form I-247D** (Immigration Detainer – Request for Voluntary Action); and



# *What forms will an LEA receive pursuant to PEP?*

- **Form I-247N** (Request for Voluntary Notification of Release of Suspected Priority Alien)

- Requests that state or local law enforcement notify ICE of a pending release during the time that subject is otherwise in custody under state or local authority.
- Does **not** request or authorize the state or local authority to hold an individual beyond the point at which he or she would otherwise be released.



# *What forms will an LEA receive pursuant to PEP?*

- **Form I-247D** (Immigration Detainer – Request for Voluntary Action)
  - Requests that state or local law enforcement voluntarily maintain custody of the subject for a period **not to exceed 48 hours** beyond the time when he or she would have otherwise been released from custody to allow ICE to assume custody.
  - There is no exception to the 48-hour period for Saturdays, Sundays, and holidays.
  - This request only takes effect if the LEA serves a copy of this form on the individual.



U.S. Immigration and  
Customs Enforcement



U.S. Immigration and  
Customs Enforcement

# Form I-247D

- Detainers may only be lodged where the subject:
  - (1) falls within Priority 1(a), (c), (d), or (e), or Priority 2(a) and (b); as previously described, and
  - (2) has a final order of removal or there is otherwise sufficient *probable cause* that he or she is a removable alien, such as:
    - Removal proceedings are already pending against the alien;
    - A biometric confirmation of the subject's identity and a records check of federal databases that indicate the subject lacks immigration status; and/or
    - Statements made voluntarily by the individual to an immigration officer and/or other reliable evidence that indicates the subject lacks immigration status.



# Requests for Voluntary Notification and Detainers are NOT:

- Requests, requirements, or mandates, that state or local law enforcement agencies arrest the subject.
- Authorization for a law enforcement agency to hold or continue to hold the subject at the expense of the federal government.
- Intended to impact the state or local agency's decisions with regard to the subject's bail, rehabilitation, parole, release, diversion, custody classification, work, quarter assignments, or other matters.





**Offered by Councilor Josh Zakim**

Jackson, LaMattina, Flaherty, McCarthy, Murphy, O'Malley, Yancey, Pressley, Baker, Linehan and Wu

**CITY OF BOSTON**



IN THE YEAR TWO THOUSAND FOURTEEN

**AN ORDINANCE ESTABLISHING A BOSTON TRUST ACT**

- WHEREAS,* The City of Boston seeks to ensure that all immigrants are able to fully participate in the civic and economic life of their neighborhoods and nurture and grow the spirit of unity in our City; and
- WHEREAS,* The City of Boston desires to provide opportunity, access, and equality for immigrants, and highlight the essential role immigrants have played and continue to play in moving Boston forward; and
- WHEREAS,* The federal government's Immigration and Customs Enforcement ("ICE") Secure Communities program uses local law enforcement data to identify suspected "criminal aliens" in local custody; and
- WHEREAS,* ICE issues civil immigration detainer requests which allow for prolonged detention during which ICE investigates the immigration status of suspected "criminal aliens" in local custody; and
- WHEREAS,* In other jurisdictions, honoring civil immigration detainer requests based on less than probable cause has been ruled a violation of the Fourth Amendment, exposing local law enforcement agencies to liability under 42 U.S.C. § 1983; and
- WHEREAS,* When local law enforcement officials indiscriminately honor all ICE civil immigration detainer requests, including those that target non-criminal aliens, immigrant residents are less likely to cooperate and public trust erodes, hindering the ability and effectiveness of Boston's police force; and
- WHEREAS,* A local Trust Act is necessary to establish the City's policy for responding to ICE's civil immigration detainer requests;

*NOW THEREFORE,*

*Be it ordained by the City Council of Boston, as follows:*

Section 1.*Definitions.*

(a) "Civil immigration detainer request" means a non-mandatory request issued by an authorized federal immigration officer under Section 287.7 of Title 8 of the Code of Federal Regulations to a local law enforcement official to maintain custody of an individual for a period not to exceed forty-eight (48) hours, excluding Saturdays, Sundays, and holidays, and advise the authorized federal immigration officer prior to the release of that individual.

(b) "Convicted" means a state of having been proved guilty in a judicial proceeding, unless the conviction has been expunged or vacated pursuant to applicable law.

(c) "Eligible for release from custody" means that the individual may be released from custody because any of the following conditions has occurred:

- (1) All criminal charges against the individual have been dropped or dismissed;
- (2) The individual has been acquitted of all criminal charges filed against him or her;
- (3) The individual has served all the time required for his or her sentence;
- (4) The individual has posted a bond, or has been released on his or her own recognizance;
- (5) The individual has been referred to pre-trial diversion services;
- (6) The individual is otherwise eligible for release under state or local law.

(d) "Law enforcement official" means any City of Boston department, or officer or employee of a City of Boston department, authorized to enforce criminal statutes, regulations, or local ordinances; operate jails or maintain custody of individuals in jails; and operate juvenile detention facilities or maintain custody of individuals in juvenile detention facilities.

Section 2.

(a) Except as provided in subsection (b), a law enforcement official shall not detain an individual on the basis of a civil immigration detainer request after that individual becomes eligible for release from custody.

(b) Law enforcement officials may continue to detain an individual in response to a civil immigration detainer request for up to forty-eight (48) hours after that individual becomes eligible for release from custody, excluding Saturdays, Sundays, and holidays, if the individual meets any of the following criteria:

- (1) ICE has a criminal warrant for the individual;
- (2) The individual has ever been convicted of a violent crime as defined in Massachusetts General Laws Chapter 140, Section 121;
- (3) In the past ten (10) years, the individual has been convicted of a felony as defined in Massachusetts General Laws Chapter 274, Section 1;
- (4) The individual is a current registrant on the Massachusetts Sex Offender Registry;
- (5) The individual is identified in the federal government's consolidated Terrorist Watchlist.

(c) Law enforcement officials shall make good faith efforts to seek federal reimbursement for all costs incurred in continuing to detain an individual pursuant to this Section.

Section 3.*Reporting.*

Beginning no later than December 31, 2015, and no later than December 31 of each subsequent year, the Boston Police Commissioner shall submit a report to the Clerk of the City of Boston, and the Clerk shall forward the report to the Mayor of the City of Boston and shall docket the report and include the docket on the agenda of the next-occurring meeting of the Boston City

Council. The report shall include the following information for the preceding twelve (12) month period:

- (a) A statistical breakdown of the total number of civil immigration detainer requests lodged with the City's law enforcement officials, organized by the reason(s) given for the request;
- (b) A statistical breakdown of the total number of individuals that City law enforcement officials detained pursuant to Section 2(b), organized by the reason(s) supporting the detention;
- (c) The total number of individuals transferred to ICE custody; and
- (d) A statistical breakdown of the total cost reimbursements received from the federal government pursuant to Section 2(c), organized by individual case.

Section 4.

The provisions of this ordinance shall be effective immediately upon passage.

Filed in Council: June 27, 2014



CITY OF SOMERVILLE, MASSACHUSETTS  
JOSEPH A. CURTATONE  
MAYOR

**EXECUTIVE ORDER**

May 22, 2014

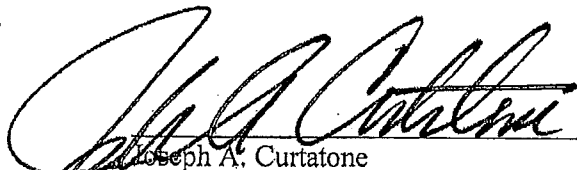
By the power vested in me as Mayor of the City of Somerville, it is hereby ordered the following Executive Policy be implemented immediately:

Executive Policy for Responding to ICE detainees.

The Somerville Police Department has the discretion to honor an ICE detainer request. A request will be honored only if one or more of the following instances are met and if detaining the person would not violate any federal, state, or local law or local policy:

- ICE has a criminal warrant,
- Somerville officials have a law enforcement or public safety purpose that is not related to the enforcement of civil immigration law,
- The individual:
  - has ever been convicted of:
    - a serious crime or violent felony as defined in Massachusetts General Laws
    - a felony punishable by imprisonment in state prison
  - is arrested and taken before a magistrate on a charge involving
    - a serious or violent felony as defined in Massachusetts General Laws
    - a felony punishable by imprisonment in state prison
 and the magistrate finds probable cause to believe that the individual is guilty of a violent felony,
- is a current registrant on the Massachusetts Sex Offender Registry.

This Order shall take effect immediately.

  
Joseph A. Curtatone  
Mayor

**City of Cambridge Policy Order Resolution**  
**June 2, 2014**

- WHEREAS: The City of Cambridge, like the United States itself, has been enriched and built by generations of immigrants; and
- WHEREAS: The City of Cambridge has a proud history as a Sanctuary City, as declared on April 8, 1985, when large numbers of refugees fleeing the war in El Salvador arrived in Cambridge and were threatened with deportation; and
- WHEREAS: The City of Cambridge reaffirmed its status as a Sanctuary City on May 8, 2006, and formally adopted the language "undocumented" when referring to those who do not have federally recognized resident status and "immigrant" to refer to those who have migrated to the US from another country; and
- WHEREAS: The federal Secure Communities program is currently being used to identify undocumented immigrants in the custody of local agencies; and
- WHEREAS: Immigration and Customs Enforcement (ICE) is part of the United States Department of Homeland Security; ICE issues "detainer requests" pursuant to Title 8 U.S.C. Section 1226, and Title 8 U.S.C. Section 1357(d), which asks local authorities to hold individuals who have been ordered released from custody for up to 48 hours (after they have been ordered released), so that they can be taken into federal custody; and
- WHEREAS: There is no legal authority upon which the federal government may compel an expenditure of City resources to comply with an ICE detainer request; and
- WHEREAS: The Transparency and Responsibility Using State Tools (TRUST) Act, versions of which are pending before state and federal legislatures, aims to keep immigrants who pose no risk to society safe in their communities and with their families while also promoting trust between the immigrant community and local law enforcement; and
- WHEREAS: According to the Massachusetts TRUST Act Coalition, which includes State Senator Jamie Eldridge and former State Representative Carl Sciortino, ICE issued more than 5,000 detainers in Massachusetts from 2008 through 2011, and more than 75% of these detainers were placed on individuals who had no criminal conviction or history; several were issued on children under the age of eighteen; and
- WHEREAS: In April, 2014, a federal judge ruled that it is a violation of constitutional rights to hold an individual for immigration authorities without probable cause; and
- WHEREAS: As a result of this ruling, cities and counties nationwide are beginning to revise their policies regarding voluntary cooperation with ICE detainer requests; now therefore be it
- ORDERED: That the City Manager be and hereby is requested to work with the Police Commissioner to ensure that only in cases where immigration agents have a criminal warrant, or Cambridge officials have a legitimate law enforcement purpose not related

to immigration, will Cambridge Police comply with federal ICE detainer requests to hold persons solely for immigration purposes; and be it further


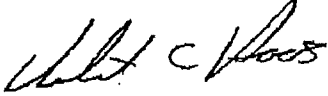
ORDERED: That the City Manager be and hereby is requested to report back to the council on this matter; and be it further

ORDERED: That the City Council does hereby go on record in joining the national TRUST Act movement to no longer hold immigrants in detention for the sole purpose of deportation; and be it further

ORDERED: That the City Council does hereby go on record in supporting the Massachusetts TRUST Act bill currently before the state legislature; and be it further

ORDERED: That the City Clerk be and hereby is requested to forward a suitably engrossed copy of this resolution to the Cambridge state legislative and Congressional legislative delegations.

---

 <b>Cambridge Police Department</b>	<b>POLICY &amp; PROCEDURES</b>		<b>No. 668.1</b>
	<b>Subject/Title:</b> <b>Secure Communities &amp; ICE Detainers</b>		
	<b>Issuing Authority:</b>  <b>Robert C. Haas Police Commissioner</b>	<b>Review Date:</b> <b>June 9, 2014</b>	
		<b>Issue Date:</b> <b>July 18, 2014</b>	
<b>Effective Date:</b> <b>July 28, 2014</b>			
		<b>Rescinds:</b> <b>G.O. #12-4 (revised)</b>	
<b>References/ Attachments:</b>		<b>Accreditation Standards:</b>	
		<b>1.2.7 &amp; 42.2.8 (a)</b>	

## I. PURPOSE AND SCOPE:

The Cambridge Police Department recognizes and values the diversity of the community it serves. Many of its residents have emigrated to this community from other countries and some may not be citizens or legal residents of the United States. The City and the Cambridge Police Department are committed to promoting safety and providing proactive community policing services to all who are located in our community. In furtherance of the department's Community Policing philosophy, all community members and stakeholders should know that they are encouraged to seek and obtain police assistance and protection regardless of their specific immigration and/or documentation status.

The Cambridge Police Department relies upon the cooperation of all persons, documented citizens and residents as well as those without a specific documentation status, to achieve our important goals of protecting life and property, investigating and preventing crime, as well as resolving recurring neighborhood issues. Assistance from the many various immigrant populations is especially important when an immigrant, whether documented or not, is the victim or witness to a crime. It is absolutely essential that these individuals do not feel uncomfortable or intimidated in coming forward with the requisite information and general firsthand knowledge to aid in investigating a particular crime. This type of mutual trust and cooperation is absolutely crucial in preventing and solving crime incidents, as well as maintaining public order, safety and security in the entire community.

As duly sworn police officers, members of this department are responsible for providing effective police services to everyone in the City of Cambridge in an equal, fair, and just manner. The Cambridge Police Department is concerned primarily for the safety and welfare of all individuals found within the territorial jurisdiction of the City of Cambridge. Thus, detection of criminal behavior is of primary interest and concern in dealing with any subject suspected of violating the law. Race, religion, gender, sexual orientation, age, occupation, immigration status or any other arbitrary characteristic pertaining to any specific individual have absolutely no bearing independently on any

decision for a Cambridge Police Officer to effectuate a stop or detention of an individual or affect an arrest.

The specific immigration status (or lack thereof) of an individual or group of individuals in and of itself is not and shall not be a matter of police concern or subsequent enforcement action. It is incumbent upon all officers and employees of the Cambridge Police Department to make an unyielding personal commitment to equal enforcement of the law and equal service to the public regardless of documentation status. Confidence in this valued commitment will not only protect an individual's rights and freedoms from being adversely affected but shall also increase the public's confidence in the police department's effectiveness and efficiency in protecting and serving the members of the entire community.

## II. FEDERAL SECURE COMMUNITIES [S-Comm] PROGRAM:

The Commonwealth of Massachusetts officially became part of the Federal Secure Communities Program on May 15, 2012. Under the *Federal Secure Communities Program*, fingerprints of persons arrested by state and local law enforcement agencies, in which those agencies (including the Cambridge Police Department) routinely submit these electronic prints to the FBI (via the State Police) for criminal justice database checks, and as part of that process are automatically shared with the Department of Homeland Security (DHS-ICE). Immigration and Customs Enforcement (ICE) then checks the local arrestee's (currently being detained) personal information against the DHS-ICE immigration databases. If ICE determines that it has an actionable interest in the local arrestee, the agency then determines what specific enforcement action, if any, to take based on DHS enforcement priorities (outlined below). If the local arrestee appears to have violated the federal immigration laws and the arrestee is deemed to fall within any of the enforcement priorities, ICE decides whether to issue what is known as a Detainer for the arrested individual. A Detainer, which is sent via fax, is an official request from DHS-ICE directed to the state or local law enforcement agency to notify ICE before it releases an individual arrestee so that ICE has the opportunity to arrange for the immediate transfer of the individual to federal custody in situations when gaining immediate custody is either impracticable or impossible.<sup>1</sup>

**Note:** Once a state or local law enforcement agency voluntarily submits fingerprint data of an arrestee for the purposes of a record check to the federal government, no specific agreement or MOU with the individual state is legally necessary for one agency of the federal government (e.g., FBI) to share the data with another federal agency (e.g., DHS-ICE).

- A. **DHS Enforcement Priorities:** According to DHS: "[They] *must ensure its limited immigration enforcement resources are focused on the removal of those*

<sup>1</sup> 8 CFR 287.7(a) and 8 CFR 287.7(d). Federal law provides that an individual cannot be held on a detainer for longer than 48 hours, excluding weekends and holidays. At the end of the 48 hour period, the detainer expires.



who constitute [what they consider to be] the highest priorities, specifically individuals:

- a. Who pose a threat to public safety such as criminal aliens and
- b. National security threats as well as
- c. Repeat immigration law violators and
- d. Recent border entrants.<sup>2</sup>

**Note:** According to DHS, “the expenditure of resources on any cases that fall outside the enforcement priorities hinders [their] public safety mission by clogging immigration court dockets and diverting resources [...]”<sup>3</sup>

- B. S-Comm and Potential Impacts on Local Community Policing Efforts:** DHS-ICE and the Federal Secure Communities Program does not operate in a vacuum and local law enforcement must always be mindful that the resulting enforcement actions that are undertaken by ICE can run the risk that these actions can potentially have an adverse impact on the local police agencies and the long standing relationships that they have with their respective communities in what some stakeholders may conclude is a negative fashion. According to ICE, Secure Communities only entails the sharing of information known as “interoperability” between local law enforcement, the FBI and DHS. Any subsequent immigration enforcement action that is taken after that information is shared is not part of the Secure Communities Program, but instead is the result of an independent determination by ICE Enforcement and Removal Operations (ERO). Similarly, any action taken by the local law enforcement agency at the time of the arrest and prior to booking and submission of fingerprints to the federal databases is not part of the Secure Communities Program.

However, with this in mind, it is important to note that much of the criticisms of the S-Comm Program relate to the enforcement activities before (with the local police making an arrest) and after (with ICE Officials transferring custody of the arrestee) the actual information sharing of biometrics that defines the process takes place. While ICE has distinguished between Secure Communities’ “interoperability” function and the subsequent detention and/or removal of an individual via the ERO process, the distinction is often times lost on many community stakeholders, advocates and even some law enforcement officials. As a result, the Secure Communities Program is commonly viewed and perceived by many as the entire process that begins with an arrest by the local law enforcement agency and ends, often times, in deportation of the arrestee. To the community at large, especially urban inner-city, immigrant communities such as the city of Cambridge, local law enforcement agencies participating in the Secure Communities Program run the risk of being viewed by many as immigration agents, regardless of the actual limited role that they play in the process.

<sup>2</sup> <http://www.ice.gov/doclib/about/offices/ero/pdf/immigration-enforcement-facts.pdf>.

<sup>3</sup> *Id.*

Therefore, it is imperative that the local community is informed and educated at the appropriate venues and community forums, at appropriate intervals, as to the specifics of the local law enforcement agencies' actual role in the S-Comm process so as not to jeopardize the trust, confidence and spirit of cooperation that the police department and the community at large have formed over the course of several years.

### III. POLICY:<sup>4</sup>

The enforcement of the nation's civil immigration laws are the primary responsibility of the federal government. Accordingly, the Cambridge Police Department shall not undertake immigration-related investigations and shall not routinely inquire into the specific immigration status of any person(s) encountered during normal police operations.

This prohibition does not preclude the Cambridge Police Department from cooperating and assisting with federal immigration officials from the DHS Immigration and Customs Enforcement (ICE) Agency when formally requested as part of an on-going criminal investigation, or from notifying those federal officials in serious situations where a potential threat to public safety or national security is perceived. (refer to **Section IV. B.** of this directive).

Further, as of May 15, 2012, the Commonwealth of Massachusetts became an official participant of the Federal DHS-ICE Secure Communities Program. Therefore, whenever any Shift Commander is made aware of an ICE detainer (a.k.a. an "ICE Hold" or "Immigration Detainer") in the form of a fax from DHS-ICE pursuant to 8 CFR 287.7(a) and 8 CFR 287.7(d), the Shift Commander shall immediately inform the bailing Clerk or Assistant Clerk Magistrate of the existence of the federal ICE detainer. If the Clerk sets bail for the offense for which the individual was arrested, and that bail is likely to be satisfied by the arrested individual, the Department will evaluate on a case-by-case basis whether to maintain custody of the individual, pursuant to the ICE detainer, pending transportation to the Cambridge District Court for arraignment. However, federal law provides that the individual cannot be held on an ICE detainer for longer than 48 hours, excluding weekends and holidays. At the end of the 48 hour period, the ICE detainer shall expire forthwith.

### IV. PROCEDURES:

- A. **Inquiries into Immigration Status:** Consistent with the long-standing policy of this department and the City's position with respect to immigration status, officers will observe the following guidelines:

---

<sup>4</sup> CALEA Std. 1.2.7 – *A written directive governs the use of discretion by sworn officers.*

1. A person's right to file a police report; participate in any police-community activities (i.e., community meetings, Sergeant Neighborhood Meetings, National Night Out, etc); or otherwise benefit from general police services shall not be contingent upon the individual providing proof of citizenship or any type of documented immigration status.<sup>5</sup>
2. Consequently, officers shall not question any person about his/her specific citizenship or immigration status unless that person is reasonably believed to be involved in one or more of the activities as identified in **Section IV. B.** of this directive.
3. Officers shall not request passports, visas, resident alien cards (i.e., "green cards"), or travel documents in lieu of, or in addition to, driver's licenses and other standard forms of identification. Such documents shall only be requested when standard forms of identification are unavailable or when the officer is proceeding under **Section IV. B.** of this directive.

**Note:** An exception to the above could occur if an operator of a lawfully stopped motor vehicle presents what appears to be a valid Foreign Country's Driver's License in which the license is valid in this state for only one (1) year and requires the operator to produce proof to the investigating officer of the most recent admission date to the United States so as to effectively toll the one year time period (e.g., Form I-94 or Passport with the entry stamp).

**B. Notification to Federal Immigration Authorities:** In furtherance of the department's Community Policing philosophy, Cambridge Police Officers shall not participate in any federal civil immigration related investigations of any immigrant or foreign national, except when the immigrant or foreign national.<sup>6</sup>

1. Is arrested for any violent felony including but not limited to:
  - Murder,
  - Assault with intent to Murder,
  - Assault & Battery by means of a Dangerous Weapon,
  - Assault by means of a Dangerous Weapon,
  - Armed Burglary,
  - Rape, (or any Sexual Assault-based Offense)
  - Mayhem, or
  - Armed Robbery;
2. When a Cambridge Police Officer acquires reliable information that the individual in police custody has been convicted in a court of competent jurisdiction of any violent felony;
3. Is arrested for any terrorism-related offense, or is otherwise *reasonably suspected* of involvement in any terrorist and/or subversive activities;

<sup>5</sup> CALEA Std. 42.2.8 – The agency has a written directive concerning identity crime and procedures for:  
a. Taking identity crime reports;

<sup>6</sup> Also refer to Policy #561 – Foreign Nationals and Officials for further procedural requirements.

4. Is arrested for any offense involving the entry or fraudulent assimilation or trafficking of individuals into the United States, or is reasonably suspected of participating in an *organized venture* to bring or fraudulently assimilate undocumented foreigners in this country; **OR**
5. Is suspected based upon the legal standard of probable cause (basis of knowledge and veracity) of participating in criminal street gang activity involving violence and/or distribution of illegal drugs.<sup>7</sup>

**C. Immigration and Customs Enforcement (ICE) Requests for Assistance:**

1. The U.S. Bureau of Immigrations and Customs Enforcement (ICE) has primary jurisdiction for enforcement of the provisions to Title 8, U.S. Code dealing with illegal entry into the United States by foreign nationals.
2. Cambridge Police Officers shall not directly participate in any such ICE tactical operations solely for the civil enforcement of federal immigration laws as part of any Detention or Arrest Team unless:
  - It is in direct response to a request for assistance on a temporary basis for “Officer Safety” purposes; or
  - For the assistance in the apprehension of any individual who is also wanted on a Massachusetts issued Warrant Management System Warrant (WMS) that remains in full force and effect at the time of the request.
3. Any detention by a member of the Cambridge Police Department during the request for assistance by ICE should be based upon a reasonable belief that the detained individual is either involved in criminal activity other than a civil violation of federal immigration laws or is wanted by the Commonwealth of Massachusetts on a WMS Active Warrant.

**D. Processing of an ICE Detainer:** Once an ICE detainer has been transmitted to the department via ECC following the submission of the fingerprints to the NCIC database, the following procedures will be observed with respect to the processing of the ICE detainer:

1. *Responsibilities of the Booking Officer:* Once the Booking Officer secures the faxed copy of the ICE detainer from ECC, the officer will:
  - a. Immediately confirm that the individual in custody (detainee) matches the individual named in the detainer.

<sup>7</sup> A “criminal street gang” is a formal or informal organization, association, or group, consisting of three or more individuals, whose members or associates, individually or collectively, engage in or have engaged in the commission, attempted commission, facilitation or solicitation of criminal activity. A “gang member” is an individual who law enforcement assigns a total score of ten (10) points or more by utilizing the uniform “10 Point Assessment System” (see attached appendix). A “gang associate” is an individual who law enforcement assigns a total score of two (2) points or more by utilizing the uniform “10 Point Assessment System.”

- b. Immediately notify the Shift Commander of the receipt of the detainer, and whether the identity of the detainee matches the individual named in the detainer.
  - c. Reflect the fact that an ICE detainer was received in response to the submission of the detainee's fingerprints in the "RIGHTS" dropdown section of the booking system. This entry must include a "YES" that there is an ICE detainer in effect and must include pertinent information regarding the reason for the detainer, the date and number of the detainer, as well as any other relevant information.<sup>8</sup>
  - d. The detailed information relative to the ICE detainer is to be entered into the "DETAILS" space within the "RIGHTS" section of the booking form.
  - e. A copy of the ICE detainer will be made part of the booking package and be retained as part of the department's official record. To that end, the Booking Officer will ensure that a copy of the ICE detainer is provided to the Records Management Unit to be stored in a secure file.
  - e. The Booking Officer will also provide a copy of the ICE detainer to the Shift Commander.
  - f. Ensure that a copy of the ICE detainer accompanies the paperwork that is transmitted with the reports that are sent to the Cambridge District Court.
  - g. The Booking Officer shall promptly provide a copy of the ICE detainer to the individual being detained to allow that individual the opportunity to review the ICE detention process. The ICE detainer contains a "Notice to the Detainee" about the detention process in six different languages. If the individual speaks a different language from those provided on the notice, the Booking Officer shall utilize the AT&T Language Line to ensure that the individual receives the required notice in a language that the individual fully understands.
2. *Responsibilities of the Shift Commander:* Upon being notified that an ICE detainer has been sent in response to the submission of a detainee's fingerprints into the NCIC database, it will be the responsibility of the Shift Commander to:
- a. Verify with the Booking Officer that the identity of the individual named in the ICE detainer matches the identity of the detainee.
  - b. When notifying the Bail Commissioner, advise the Bail Commissioner of the existence of an ICE detainer.
  - c. Notify the Command Staff and the other Shift Commanders via the Shift Ops Briefing that an ICE detainer was received.
  - d. Forward a copy of the ICE detainer to the oncoming Shift Commanders until the individual being detained is released from department custody. The Shift Commander who had last oversight and upon release of the

<sup>8</sup> The Booking Officer will not enter the ICE detainer as a charge within the QED Booking System.

detainee shall forward to the Professional Standards Unit a packet of information that includes a copy of the detainer, the booking sheet and the incident report. A file will subsequently be maintained by the Professional Standards Unit on all ICE detainers received in response to an arrest made by this department.

- e. If it appears that an arrestee is subject to being held solely on an ICE detainer (i.e., bail is set and likely to be posted), the Shift Commander, in consultation with the Duty Chief or the on duty Deputy Superintendent or Superintendent, will evaluate on a case-by-case basis the grounds for detention before the ICE detainer is actually honored. Where appropriate, the Shift Commander will also consult with the ICE agent seeking detention to clarify any factual issues.
- f. The following guidelines will be adhered to when evaluating whether an ICE detainer will be honored:
  - i. An ICE detainer based on a warrant of arrest for removal proceedings or an order of deportation or removal from the United States will be honored by the Department.
  - ii. An ICE detainer based on a conviction for illegal entry, illegal re-entry after a previous removal or return, or a documented finding of immigration fraud will also be honored.
  - iii. An ICE detainer based on a prior felony charge or conviction will be honored if the documented charge or conviction demonstrates a significant risk to public safety. This would include, but is not limited to, crimes of violence, sexual assault and/or abuse, the unlawful possession and/or use of a firearm, and the distribution and trafficking of a controlled substance.
  - iv. The Department will also honor an ICE detainer based on a documented, significant risk to national security, border security or public safety.
  - v. The Department, however, will not honor an ICE detainer based solely on misdemeanor charges and/or convictions or for the initiation of removal proceedings where the arrestee has been previously served (i.e., before arrest) with a notice to appear beyond the date of arrest for which the arrestee is in the Department's custody.
3. *Responsibilities of the Police Prosecution Unit:* It will be the responsibility of the Police Prosecution Unit to notify the Court Clerk's Office of the existence of an ICE detainer as part of the initial notification to the court on any detainees appearing before the court.
4. *Responsibilities of the Professional Standards Unit:* The Professional Standards Unit will prepare an audit report on a semi-annual basis, indentifying the number of incidents when an ICE detainer was received in

response to an arrest that was made by this department. The audit report will include the following data at a minimum:

- a. Total number of incidents that involved an ICE detainer being received in connection with an arrest over the six-month period under review.
- b. A brief summary of each case involving an ICE detainer being received.
- c. A review as to whether each of the incidents was in accordance with this directive.
- d. Any recommendations or suggestions in terms of any procedural changes that should be made as a result of the audit/review.

**E. ICE Detainers Not Involving Other Criminal Charges:** When a member of this department, through an encounter, becomes aware of the existence of an ICE detainer when no other criminal charges exist for an individual, the officer is to immediately notify his/her supervisor, and adhere to the following guidelines:

1. If the reason for the detainer is of sufficient severity (refer to **Section III. B.** of this directive) to constitute a felony, the supervisor may decide to detain the individual.
2. In such circumstances, the confirmation and notification procedures described in this directive will be followed.
3. If the reason does not rise to this level, the supervisor must instruct the officer to gather as much information as possible from the individual, including the current address, work address, and other relevant information.
4. The officer will complete a QED incident report of the encounter.
5. Under no circumstances, is the officer to seek out and detain an individual who is wanted on an ICE detainer without prior approval from the Shift Commander.

NEWTON, MA

ARTICLE V.  
HUMAN RIGHTS COMMISSION AND ADVISORY COUNCIL

**Sec. 12-50. Policy of the city.**

(a) It is the policy of the city to see that each person regardless of race, color, religious creed, national origin, sex, age, disability, ancestry, sexual orientation, or gender identity or expression, shall have equal opportunity in or access to employment, housing, education, and public accommodations; to assure that each person shall have equal access to and benefit from all public services and licensing; to protect each person in the enjoyment of his/her civil rights; and to encourage and bring about mutual understanding and respect among all persons in the city by the elimination of unlawful discrimination.

*(b) Policy of the city regarding housing practices:*

- (1) It is the policy of the city to follow all of the provisions set forth in M.G. L. Chapter 151B (the Massachusetts Anti-Discrimination Law) and 42 U.S.C. § 3601, *et. seq.* (the Federal Fair Housing Act, as amended) regarding non-discrimination in housing practices." (Rev. Ords. 1973, § 2-282; Ord. No. 55, 2-18-75; Ord. No. 79, 7-28-75; Ord. No. 248, 12-5-77; Ord. No. S-140, 12-16-85; Ord. No. X-175, 05-26-05; Ord. No. X-201, 04-03-06; Ord. No. A-44, 09-15-14)

*(c) Policy of the city regarding immigration status:*

- (1) Newton is a welcoming and inclusive city for all. Immigration status shall have no bearing on a person's treatment by officials and employees of the city. There is no expectation that officials and employees of the city will report persons to federal immigration authorities based on immigration status.
- (2) Interactions with federal immigration authorities by the Newton Police Department will be in accordance with the *One Newton: Foundational Guidelines for Community Policing to Promote Safety for All*.



## One Newton: Foundational Guidelines for Community Policing to Promote Safety for All

One Newton is a policy that affirms the City of Newton as a welcoming and inclusive community for all. An important component to make that pledge a reality is our commitment to "community policing". The Newton Police Department has and will continue to operate without consideration of race, ethnicity, national origin, immigration status, religion, sex, age, disability, sexual orientation, gender identity or expression in the decision to pursue a case. The decision to search, arrest or charge an individual rests on reasonable suspicion of unlawful behavior. In order for police to best protect the community, the channels of communication must be open so that individuals feel safe to report alleged crimes and to provide information when asked about a possible crime. Trust, understanding of each other, and open two-way communication are essential elements of both community policing and maintaining Newton as a safe city for all. While there is no clear legal definition of "Sanctuary City", our current police practices are in keeping with those of a number of surrounding communities that have designated themselves as such.

The Newton Police Oath of Office that is taken upon a recruit officer's entry into the ranks swears definitively three things:

1. That the new officer, "... will bear true faith and allegiance to the Commonwealth of Massachusetts and will support the constitution thereof."
2. That the new officer will, "... faithfully and impartially discharge and perform all the duties incumbent upon me as a Police Officer in the City of Newton, agreeably to the rules and regulations of the constitution and laws of this commonwealth."
3. That the new officer, "... solemnly swear that I will support the constitution of the United States."

To that end, the Newton Police Department's priority has always been to establish and maintain the peace as it serves its residents and guests by enforcing the laws of the Commonwealth of Massachusetts and upholding the rights of all as delineated in the United States Constitution. The Department reaffirms these principles in General Order #406 the subject of which is, *Commitment to Unbiased Policing*. The policy outlined in this order reads in part; *It is the policy of the Newton Police Department that all police-initiated actions, which includes all investigative detentions, traffic stops, arrests, seizures of persons and/or property, will be based on a standard of reasonable suspicion or probable cause as required by the Fourth Amendment of the U.S. Constitution, Article 14 of the Massachusetts Constitution and statutory authority. Officers must be able to articulate specific facts, circumstances and conclusions, which support probable cause or reasonable suspicion. Officers shall not consider race, ethnicity, national origin, religion, age, gender, gender identity or sexual orientation as the only criteria in establishing either reasonable suspicion, probable cause, or as a basis for requesting consent to search.*

*Officers may take into account the reported race, ethnicity or national origin of a specific suspect or suspects in the same way they would use specific information regarding age, height, weight, etc. about specific suspects relating to specific unlawful incidents. Race/ethnicity can never be used as the sole basis for probable cause or reasonable suspicion.*

The decision to detain an individual is based on the nature of the suspected offense. Individuals are not stopped by the Newton Police Department to ask them about their immigration status. Individuals are not held by the Newton Police Department only because of their immigration status. Civil infractions do not lead to detention, regardless of an individual's immigration status. The Newton Police Department may detain an individual in cooperation with Immigration & Customs Enforcement (ICE) if the individual was suspected of terrorism activity, of committing a felony, or of posing a safety risk to the public.

The Newton Police Department policy protects the safety of all residents in our community regardless of immigration status through sound policing. To add additional transparency and accountability, the Police Department will produce a yearly report documenting the number of individuals, if any, detained on an ICE hold or administrative warrant or transferred to ICE custody.

The City will monitor any changes in federal directives and will be prepared to resist any efforts to change our approach to community policing. We urge subsequent city officials to affirm these guidelines.

---

Amherst, MA

Related policies:  
#01: Arrest  
#90: Consular Notification

GENERAL ORDER  
INDEX III  
NUMBER: #92  
AUGUST 30, 2011

## IMMIGRANT COMMUNITY MEMBERS

### I. POLICY PURPOSE

The Amherst Police Department acknowledges that the enforcement of federal immigration laws is the duty of the United States Bureau of Immigration and Customs Enforcement (ICE) which has primary jurisdiction to enforce Title 8 of the U.S. Code dealing with lawful presence in the United States. Immigration issues have recently been a very contentious topic within this country. There are factions within the country which believe that immigration laws should be enforced fully by local law enforcement, and others which believe that local law enforcement and local governments should not be involved in immigration enforcement. The Amherst Police Department does not have the resources nor the authority to enforce immigration laws. It is not within the mission of this department to enforce immigration laws. This policy is designed to clearly state the position of Amherst Police Department in protecting the safety, rights and property of every person within the town of Amherst, regardless of their immigration status.

### II. POLICY STATEMENT

The Amherst Police Department shall treat all persons in an equal, fair and respectful manner, regardless of their race, gender, religion, sexual orientation, age, occupation, national origin, or immigration status. This shall be the case regardless of whether the person is a crime victim, suspect, witness, or simply a person in need of police services. Skin color, language, accent, or other individual traits shall not be considered an element in building reasonable suspicion or probable cause, unless these descriptions are pertinent in developing a suspect, such as when we rely on witness or victim recollection of a suspect, and they use such descriptions of skin color, language, accent or other individual trait. Skin color, language, accent, or other individual traits will not be used as a basis for disparate treatment by individual sworn or unsworn personnel of the police department. A person's right to file a report, participate in police-community activities, or otherwise benefit from police services shall not be contingent upon citizenship or immigration status. We value the diversity of our community and strive to maintain partnerships and positive relationships with the community to improve the quality of life of all persons who visit or call the town of Amherst home.

### III. POLICY

The Amherst Police Department does not have the authority to enforce federal immigration laws, unless it is granted by the federal government, which it currently is not. If ICE or another federal agency come into our community to effect an arrest warrant on an individual, and request our assistance, the shift

commander will may authorize this assistance, which would be limited to locating an address, keeping the peace and traffic if necessary. Such assistance will be fully documented in a CAD entry.

In regards to sweeps or concentrated efforts, the Amherst Police Department will assist the ICE, or any other federal law enforcement agency, upon specific request of that agency and upon the approval of the Chief of Police or, in their absence, a Captain. Such assistance will be limited to support services such as traffic control and efforts to keep the peace in specific areas impacted by federal operations. The Amherst Police Department will not independently conduct sweeps or other concentrated efforts to detain or identify suspected undocumented aliens. Such assistance will be documented in an incident report.

**A. INQUIRIES OF IMMIGRATION STATUS:** We rely on the cooperation of our community to ensure our success in preventing and solving crime. To that end, Amherst Police personnel will not make an inquiry into the immigration status of crime victims, witnesses or others who request our assistance. We do not use the threat of immigration status/deportation as leverage with victims, witnesses or suspects. Amherst Police personnel will only make inquiries regarding immigration status of a person when that person is:

1. a viable suspect in a serious criminal incident (felonies or misdemeanor physical batteries) and criminal charges are imminent and this information will be needed for court complaint documentation or
2. an arrest has already taken place and the individual is at the police station being booked for a crime where the officer has jurisdiction and probable cause to arrest for a Massachusetts Statute or Town of Amherst by law violation. The Amherst Police Department booking process shall include inquiries regarding place of birth and citizenship status for all persons under arrest. All individuals arrested and processed at the Amherst Police Department shall have their identification information queried against the National Crime Information Center (NCIC) as well as Massachusetts Warrant Management System (WMS). Should an ICE warrant, criminal deportation order or detainer be indicated, the officer in charge of the shift shall contact ICE. This responsibility shall not be delegated. Note that an Immigration Detainer is not an arrest warrant and does not provide probable cause for arrest. An Immigration Detainer is an official request from Immigration and Customs Enforcement to another law enforcement agency (LEA)—that the LEA notify ICE prior to releasing an individual from local custody so that ICE can arrange to take over custody. Detainers are requests, not commands. When someone is in custody, and an Immigration Detainer is within the NCIC system, ICE shall be notified. However this does not mitigate our responsibility to allow for bail or consulate notifications as per existing policy and law.
3. Exceptions to this rule shall only be allowed where an officer is investigating violations of specific criminal statutes and has reached the point of reasonable suspicion as to the true identity of the suspect.

**B. ICE NOTIFICATION OF IMMIGRANT CRIMINALS:** To ensure the overall safety of our community, it is important that we use all resources to prevent crime and combat crime and disorder in our community. We also want to maintain the strong and positive relationships that our personnel have built with immigrant community members within their sectors. Therefore, it is important to understand that notification to ICE is a tool that is only used for undocumented alien criminals. We rely on the

Massachusetts Department of Corrections to notify ICE of undocumented immigrants who have been convicted of felonies under the existing agreement between the Commonwealth of Massachusetts and the Department of Homeland Security under their 285(g) agreement.

C. **PROCEDURES FOR IMMIGRATION COMPLAINTS:** Citizens wishing to report immigration violations shall be referred to the U.S. Immigration and Customs Enforcement public toll free tip hotline at 1 866 DHS-2-ICE, (1 866 347 2423). They should be notified that the Amherst Police Department does not have the authority to enforce Federal immigration laws.

D. **BASIS FOR POLICE CONTACT:** Persons suspected of only being an undocumented alien alone shall not be the basis for police contact, investigation, detention, or arrest. Detention based on the belief of illegal presence or a civil immigration violation is prohibited. As we are mandated by law to act upon any arrest warrant, we will make a lawful custody of a confirmed and legal criminal deportation order or ICE warrant that is entered into the NCIC database system, and the appropriate ICE office will be notified. An Immigration Detainer is not a warrant and does not have probable cause for arrest.

*Important*

E. **IDENTIFICATION REQUESTS:** Officers investigating persons for violations of Massachusetts Criminal or Town of Amherst Laws may request driver's licenses and other pieces of standard identification, such as a Commonwealth of Massachusetts Identification Card or valid college identification card. Unless the person being investigated for a violation of MGL or Amherst law cannot produce the above mentioned acceptable forms of identification, an officer shall not request passports, visas, or travel documents. What is important to understand is that passports, visas, or travel documents will not be requested in the field in lieu of, or in addition to, those acceptable forms of identification listed above when the acceptable forms of identification can be produced. However, it is recognized that in the town of Amherst both foreign and out of state resident students rely on their passport or visa to prove age and identity, and they will often carry these documents on their person and provide them when a request for identification is made. Officers will not be in violation of this policy if a passport or visa is produced in such circumstances. An exception to this is when an officer is investigating violations of specific criminal statutes such as document forgery and has reached the point of reasonable suspicion as to the true identity of the suspect, a request for passports, visas or travel documents can be made.

F. **CERTIFICATE OF ALIEN REGISTRATION:** Section 1304(e), Title 8, U.S. Code provides: "Every alien, eighteen years of age and over, shall at all times carry with him and have in his personal possession any certificate of alien registration or alien registration receipt card issued to him pursuant to subsection (d) of this section. Any alien who fails to comply with the provisions of this subsection shall be guilty of a misdemeanor and shall upon conviction for each offense be fined not to exceed \$100.00 or be imprisoned not more than thirty days, or both." This Federal Statute shall not be enforced by the Amherst Police Department.

G. **CONTACT DISPOSITION:** The disposition of each police contact such as warning, citation, or arrest, shall not be affected by immigration status.

H. **PASSPORT SEIZURE:** Passports may only be seized if they are contraband, the fruits or instrumentalities of a crime, evidence of a violation of state criminal law (such as forgery of a passport).

of identity theft), evidence of federal criminal law (such as forgery of a passport or human trafficking), or illegally possessed. Passports seized for these purposes should be processed like any evidence in conformance with the department's policy entitled // 48 Property and Evidence. Once the case has been adjudicated, the passport should be forwarded to the originally intended owner, or the Department of State, Lost or Stolen Passport Section, 1111 19<sup>th</sup> Street NW, Room 500, Washington, DC 20522-1705.

**I. U.S. IMMIGRATION AND CUSTOMS ENFORCEMENT NOTIFICATION:** The Law Enforcement Support Center for ICE is located at 188 Harvest Lane Williston, VT 05495 and may be contacted via phone at 802-872-6020 or via NLETS at VTINS07SO. The Boston ICE Field Office can be reached at 617-565-3100. Additionally, the Duty Agent for Massachusetts can be contacted at the 24 hour ICE Dispatch Line of 800-973-2867.

**J. NOTIFICATION OF FOREIGN NATIONAL'S DETENTION OR ARREST:** We will adhere to those mandates regarding consular notifications as detailed in policy #90, Consular Notifications.

**K. PRISONER TRANSFERS:** Other agency officers taking custody of persons arrested by the Amherst Police Department such as when being picked up by another police department, or being temporarily housed by the Hampshire County Jail, shall be informed of any known or suspected citizenship status violations as well as any steps taken by the Amherst Police Department up to the time of the transfer.

#### IV. VICTIMIZATION AND U-VISA CERTIFICATION:

The relationship between police and immigrant communities is often a strained one. Immigrant's mistrust of law enforcement is based on their experience with the police in their native country, existing language barriers, and cultural differences. It is also known that undocumented immigrants are vulnerable to criminals as many undocumented immigrants cannot open up bank accounts without proper identification, thus they tend to have large sums of cash at their homes and on their person. When victimized, they often do not report crimes as they are afraid that they will be deported. The federal government developed a program that allows for victims to feel safe when reporting a crime, which is called the U-Visa Certification program. The U-Visa program grants temporary four year legal status to immigrant victims. The U-Visa Certification program was introduced as part of the Victims of Trafficking and Violence Prevention Act of 2000 and its intent was to:

1. strengthen the ability of law enforcement to detect, investigate and prosecute cases of domestic violence, sexual assault, human trafficking and other crimes and
2. offer protection to victims of such crimes.

**A. ELIGIBILITY:** To be eligible for a U-visa, immigrant victims must meet four statutory requirements and they must include a certification from a certifying official or agency that they have been, are being, or are likely to be helpful in the detection, investigation, or prosecution of a qualifying criminal activity. The law requires that a person who is eligible for a U-visa must:

1. have suffered substantial physical or mental abuse as a result of having been a victim of a listed criminal activity;
2. possess information concerning such criminal activity;

3. have been helpful, be helpful, or be likely to be helpful in the investigation or prosecution of a crime; and
4. have been the victim of a criminal activity that occurred in the United States or violated the laws of the United States.

The U-visa certification must affirm the immigrant victim's past, present, or future helpfulness in the detection, investigation, or prosecution of certain qualifying criminal activity. The Chief of Police of the Amherst Police Department may, under very strict U-Visa guidelines and after consultation with the District Attorney's Office, certify as part of a U-Visa Application an immigrant victim's cooperation with the Amherst Police Department. Law enforcement officials who sign certifications do not confer any immigration status upon the victim, but rather enable the victim to meet one of the eligibility requirements in the victim's application to U.S. Citizenship and Immigration Services of the Department of Homeland Security (DHS). Only DHS has the discretion to grant or deny U-visa status to the victim.

A victim who received certification and was granted a U-visa has an ongoing obligation to provide assistance. Law enforcement officials may notify the United States Citizen and Immigration Services directly for cases in which victims are no longer helpful. However, such notification is appropriate only when the victim's lack of cooperation is not reasonable.

As a victim's cooperation is essential to detect, investigate and prosecute crimes, Amherst police officers should be aware of its availability and applicability within this community. Please see appendix #1, *U-VISA QUICK REFERENCE FOR LAW ENFORCEMENT OFFICIALS* for helpful information.

B. **OUTREACH AND COMMUNITY NOTIFICATION:** It is important that the immigrant community know that this agency is a resource for assistance, not deportation. It is also important that the community understand that the Amherst Police Department has no authority to enforce immigration laws, so as to not be unjustly accused of a dereliction of our duty. To accomplish this notification, officers will be encouraged to discuss this policy with community members within their sectors. The Administrative Division will make this policy available through Community Policing/Outreach Events, the Records Department, and by posting it on the department website and other online resources.

## APPENDIX 1

## U-VISA QUICK REFERENCE FOR LAW ENFORCEMENT OFFICIALS

## Purpose of the U-visa

• The U-visa facilitates the reporting of crimes to law enforcement officials by immigrant victims of crime, including domestic violence, sexual assault, human trafficking and other crimes listed in the U-visa statute.

## Benefits of the U-visa

• This type of visa strengthens law enforcement agencies' ability to detect, investigate, and prosecute crime while offering immigrant crime victims legal immigration status, work authorization, and protection from deportation.

## Who is eligible for a U-visa?

To be eligible for a U-visa

- an individual must have suffered substantial physical or mental abuse as a result of having been a victim of one or more qualifying criminal activities;
- the individual must possess information concerning the criminal activity;
- the individual must be helpful, have been helpful, or be likely to be helpful to a federal, state, or local official in the detection, investigation, or prosecution of
- the criminal activity; and
- the criminal activity must have occurred in the United States or its territories and possessions or violated U.S. laws.

## U-visa Qualifying Criminal Activity

• U-visa qualifying criminal activity includes, but is not limited to: rape, torture, trafficking, incest, domestic violence, sexual assault, abusive sexual contact, prostitution, sexual exploitation, female genital mutilation, being held hostage, peonage, involuntary servitude, slave trade, kidnapping, abduction, unlawful criminal restraint, false imprisonment, blackmail, extortion, manslaughter, murder, felonious assault, witness tampering, obstruction of justice, perjury, solicitation to commit any of the above-mentioned crimes, or *any similar activity* in violation of federal, state, or local criminal law.

• The term *any similar activity* accounts for the wide variety of state and federal criminal laws that may have names different from the criminal activity listed in the statute but are comparable in nature and elements to the enumerated criminal activity.

## Status of Crime Perpetrator

• A victim may qualify for a U-visa certification regardless of whether there is any familial relationship between the victim and the perpetrator. The perpetrator may have any immigration or citizenship status such as U.S. citizen, legal permanent resident, diplomat, work-visa holder, or undocumented immigrant.



### Certification Requirements

- A certifying official must complete U.S. Citizenship and Immigration Services (USCIS) Form I-918, Supplement B. A certifying official is the head of a law enforcement agency or a person(s) with supervisory responsibility designated by the head of the agency to provide certifications.
- The certification is necessary to establish eligibility for the U-visa, but by itself does not grant immigration status to the victim. To obtain a U-visa, a victim must meet certain eligibility requirements, in addition to obtaining a U-visa certification. USCIS has sole authority to grant or deny a U-visa.
- The certification should provide specific details about the nature of the crime being detected, investigated, or prosecuted, and describe the petitioner's legal momentum and the Vera Institute of Justice's helpfulness in the case.
- U-visa certification does not require that law enforcement investigate the criminal activity beyond reporting of the crime. The certification attests only to the U-visa petitioner's willingness to be helpful or past or present helpfulness in detection, investigation, prosecution, or investigation efforts.

### Assessing the Helpfulness of the U-visa Applicant

- If a U-visa petitioner filed a police report and is willing to assist—or has assisted or cooperated—with detection, investigation, or prosecution of criminal activity, a certification may be provided even when the initial investigation efforts do not lead to further investigation and/or do not result in a prosecution or a conviction.
- Law enforcement officials may issue a certification at any time after detecting a qualifying criminal activity if the officer believes criminal activity occurred and identifies a person as a victim of criminal activity. The investigation need not be complete prior to issuing a certification.
- Congress intended to allow victims to obtain U-visa certifications at very early stages of crime detection—during investigations into criminal activity.
- To be eligible for lawful permanent residence, the victim has an ongoing responsibility to provide assistance when reasonably requested, as the statute specifies.

# **Newton**Massachusetts

THE OFFICIAL CITY WEBSITE

---

## **One Newton**

---

The mission of One Newton is to build a welcoming and inclusive city for all – to strive to understand the perspective of our fellow community members and to work together to strengthen our City. We have been working for the past year on building Newton as a welcoming and inclusive city with the help of clergy, parents, police, NPS personnel, students, and representatives of community organizations. I have labeled this effort One Newton: ONboard for Inclusion.

I am calling upon all residents of Newton – whatever your demographic or political persuasion – to pledge to actively join me. Signing on to this effort commits you to receiving communications and joining with neighbors and others in activities and events that pursue common goals and interests. Click [here](#) to pledge to join.

We have just come out of a highly contentious presidential election. Regardless of the vote they cast, some people are expressing feelings of anxiety and division here in our community. I believe that a strong community showing in signing onto the One Newton pledge demonstrates our commitment to civil discourse and assuring that everyone in Newton – no matter their current circumstances – can count on the support of the City and their neighbors to meet the challenges of the 21st century in achieving their full potential.

**Mayor Setti D. Warren**



[Jobs](#) | [City Publications](#) | [Calendar](#)

[Home](#) > [City Publications](#) > [News](#) > [Joint Statement on Sanctuary City Status](#)

## Joint Statement on Sanctuary City Status

1/25/2017

The following is a joint statement from Cambridge Mayor E. Denise Simmons and City Manager Louis A. DePasquale:

"While we do not yet know what impact President Trump's Executive Order on Immigration will have, as a Sanctuary City, Cambridge will continue to support and promote the safety, health and well-being of all our residents, regardless of immigration status. We encourage every resident – regardless of status – to seek and obtain assistance from the many resources available to the Cambridge Community.

Today, we remain just as committed to all of our residents as we have been since we first became a Sanctuary City 31 years ago."



**Commonwealth  
Connect**



**Google  
Translate**



**CAMBRIDGE  
CAMERA  
NETWORK**

### QUICK LINKS

- [Boards & Commissions](#)
- [Department Directory](#)
- [City Manager Search](#)
- [City Ordinances](#)
- [Combined Sewer Overflow Notice](#)
- [Participatory Budgeting](#)
- [Library Hours & Locations](#)
- [Purchasing Bid List](#)
- [Restaurant Inspections](#)
- [Towed Vehicle Lookup](#)
- [Voter Registration Search](#)

### VISITING CITY HALL

#### CAMBRIDGE CITY HALL

795 Massachusetts Ave  
Cambridge MA, 02139  
Ph: 617-349-4000  
TTY: 617-349-4242

#### HOURS OF SERVICE

Monday: 8:30am-8pm  
Tuesday-Thursday: 8:30am-5pm  
Friday: 8:30am-12pm

**Louis DePasquale**  
City Manager

**Lisa C. Peterson**  
Deputy City Manager

[Contact](#)





## Planning Board (As of 1/27/17)

### MEMBERS:

Linda Hamlin, Chair.....Term expires 2018

Robert Cook.....Term expires 2017

Mark J. Zarrillo.....Term expires 2017

Blair Hines.....Term expires 2019

Matthew Oudens.....Term expires 2019

Steven Heikin.....Term expires 2020

Sergio Modigliani.....Term expired 2016 (not seeking reappointment)

---

### Recent Activity:

Susie Roberts (Interviewed on 10/18/16)

Ben Olson (Interviewed on 12/13/16)

Alan Mountjoy (to be interviewed on 1/31/17)



**Solid Waste Advisory Committee  
(As of 1/27/17)**

**MEMBERS:**

John Dempsey, Chair.....Term expires 2017

Barbara Field.....Term expires 2016 (Not seeking reappointment)

Cynthia Snow.....Term expires 2016 (Not seeking reappointment)

Susan Rittling.....Term expires 2017

Clint Richmond.....Term expires 2017

Amie Lindenboim.....Term expires 2017 (Resigning)

Vacancy.....Term expires 2016

---

**New Candidates:**

Deane Cody (to be interviewed on 1/31/17)

Kathleen O'Connell (to be interviewed on 1/31/17)

# BROOKLINE INTERACTIVE GROUP

YEAR IN REVIEW  
2015-2016



**BIG** BROOKLINE  
INTERACTIVE  
GROUP





## A Message from the BIG Board of Directors

Welcome to BIG - Brookline Interactive Group - your public media center, where inspiration gives voice to expression. Our phenomenal staff, with our interns, members, community partners and the Town of Brookline have enabled BIG to provide exciting and forward-thinking programs. We are both humbled by and grateful for all the effort and energy our team puts into the work they do on behalf of BIG.

We've made tremendous strides in 2016! We've expanded our educational offerings to include Virtual Reality, 360 video, digital storytelling and design thinking. We've shared this expertise locally as well as nationally within the network of community media centers and community-serving organizations.

BIG is recognized as a thought-leader. We see the future for public media as a relevant and vital part of every community ensuring that technology enhances media-making and expression. For everyone.

## STAFF

### KATHY BISBEE

EXECUTIVE DIRECTOR

### BEN BROWN

OPERATIONS & TECHNOLOGY MANAGER

### ERIN KINNEY

MANAGER OF ENGAGEMENT & EDUCATION

### NIR DAROM

LEAD CREATIVE DESIGNER BIG / PUBLIC VR LAB

### ANDREW DOIG

TECHNOLOGY & MEDIA SERVICES COORDINATOR

### SIMAS PHILLIPS

COMMUNITY PRODUCTIONS COORDINATOR

### AARON REARDON

CONTENT COORDINATOR

### MONIQUE AVILA

ENGAGEMENT COORDINATOR

### ERICA CASALE

MEDIA EDUCATOR

### MORGAN LAING BUCKLAND

GOVERNMENT ACCESS TECHNICIAN

## BOARD

### KAREN KATZ

PRESIDENT

### RAY LATIF

BOARD LIAISON TO BIG PRODUCERS

### LAURA NOONEY

TREASURER

### NOAH XU

### LESLIE FORDE

### AMY EMMERT

### ADRIENNE KERMAN

### DAVID LESCHINSKY





# Managing Disruption



Just a century ago a new technology caused widespread hysteria in theatres as moviegoers ducked when the film showed a train hurtling towards them. Soon we realized this was not a real train but the birth of a new media art form. Over the past year, we've witnessed the early development of another medium for storytelling, Virtual Reality, that will be equally as disruptive. VR content is more deeply personal because it is a visceral and a persuasively-real experience. VR is the next step towards spatial computing, a paradigm shift in progress, changing how we interact with and use technology. This next phase will be as revolutionary as touch-based smartphones and the dawn of the Internet. As a community media organization, our task is to understand, learn, and share these new methods of storytelling, especially as it converges with our areas of expertise and resources in media, education, entertainment, community-building, news, and technology.

In order to make these new tools and expertise accessible to the public, we've co-founded the Public VR Lab, a project of BIG and Northampton Community Television (NCTV), as the next iteration of participatory community media in Virtual Reality (VR), 360 video, and Augmented Reality (AR).

As part of our Public VR Lab initiative, we've spent the past year researching and purchasing new camera and VR equipment, developing trainings, building staff capacity, and learning new ways to communicate, create, and teach. We've partnered with Boston VR, created our own Meetup group and hosted Meetups, worked with local VR developers, and started the early stages of a Virtual Reality (VR) Academy at BHS. We've always documented the stories of Brookline and beyond; now we can do that in the full-frame of 360 video, VR and AR, and we can teach you how.

In 2017 at BIG, we'll teach programming and filmmaking in VR classes, launch a local storytelling initiative in augmented reality (AR), and co-host a regional VR Eco Hackathon with a focus on helping teachers understand how to best use media and VR tools in the classroom.

We're well-positioned for this new media world. We understand how media tools work, how to efficiently train others, and how to use this disruption for the good of community-building, the reporting of real news, adapting our job training programs for the new economy, for free speech, and in producing creative, high-quality, authentic storytelling.

With your help in 2016 we worked with the Town of Brookline to successfully negotiate a ten-year contract for community media to remain a strong presence in Brookline. Thank you for your support! We are blessed to have a uniquely-talented, patient, creative and committed team of staff, board members, interns, members, and volunteers.

In 2017, we will launch new initiatives that build on the long legacy of community media in Brookline and the region. In a world where fake news is prevalent, social media is dominant, critical thinking skills are undervalued, and communication-as-we-once-knew-it is rapidly shifting under our feet, Brookline Interactive is a beacon of the fourth branch, a continuing champion of we-the-people media expression, and who protects the transparency of our democracy-in-progress.

I invite you to join us in protecting these important community media assets. Join BIG this year and become the media! Support our local and regional work with a donation of any size. Help spread the word about the work we do, become a member, or take a class!

Stop by and experience VR at the Public VR Lab - always free and open to the public - held twice weekly. Hire our team to produce a high quality video or film (or 360 video!) for your non-profit organization or small business, partner with us on community projects, or rent our VR equipment and staff for demos at a private or public event.

We'd love to have you be part of our community media ecosystem and a member of the team of media makers, lifelong learners, curious folk, and creative voices who can illuminate the darkest of places with our stories during the coming months of winter and beyond.

Thank you for your support, and we wish you a wonderful 2017!

In gratitude,

*Kathy Bisbee*

Kathy Bisbee, Executive Director, Brookline Interactive Group  
Co-founder/Director, Public VR Lab



# BIG Provides Free and Low Cost Education Services

Education is central to BIG's mission as we strive to train members of the community to create their own media, including producing films, television shows, YouTube videos, games and journalism stories about Brookline and beyond. BIG also teaches residents to think critically about the media they create and consume. It's central to our democracy and to our community to facilitate dialogue, ask deeper questions, and share what we have learned, experienced, and understand about our world.

In 2016 BIG provided extensive media education courses and educational coverage through programs in Brookline Public Schools and throughout the Brookline community. Thanks to our partnerships with Brookline Adult and Community Education (BACE), Brookline Recreation, and Brookline Early Education Program; and through individual schools and via PTO and enrichment groups, BIG provides hundreds of hours of community and K-12 educational opportunities and serves thousands of Brookline residents.

## MEDIA AND TECHNOLOGY SUPPORT FOR BHS TEACHERS

As part of BIG's innovative collaboration with BHS and BPS, BIG supports Brookline High School teachers and students through providing media and technology classes, trainings, opportunities, computer equipment and labs, and facility maintenance. BIG partners with teachers, departments, and programs including BHS Performing Arts to cover monthly arts and theater events; holds meetings for departments at the high school; covers BHS graduation; provides internship and volunteer opportunities for its students; and hosts gatherings, screenings, film festivals, and programs in collaboration with Race Reels, the 21st Century Fund, and other organizations.

**BIG MANAGED**  
**28** AFTER SCHOOL  
PROGRAMS  
IN 2016  
SERVING 268+ STUDENTS  
K-8 IN BROOKLINE



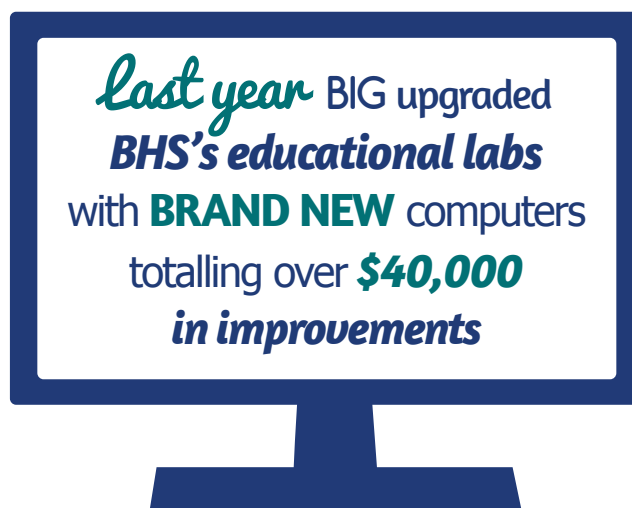
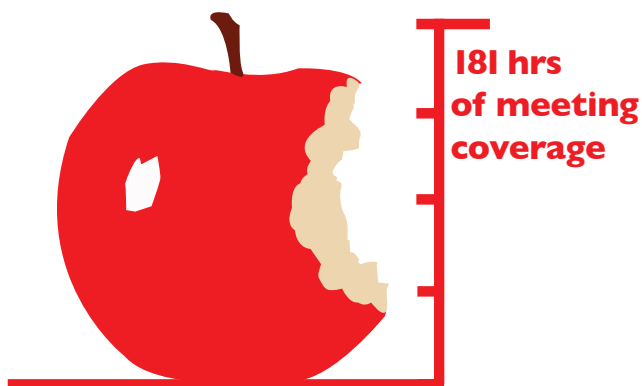
Last year, BIG co-hosted the Innovation in Education Summit to support ways teachers can be inspired to easily add media and technology tools into their classrooms, with support from BIG. BHS classes held daily at BIG include Animation, Digital Photography, Digital Video, TV Production, in the BIG Education space computer labs and TV studio. Brookline High School students also participated in BIG's first ever II Day Film Sprint, winning third prize overall for their production of "Jack Parker Private Eye."

BIG also covers professional development events for Brookline Public Schools, all school committee meetings, and special district wide events and forums, and airs them on our cable channels.

## HOSTING ADULT EDUCATION CLASSES & LECTURES

BIG continues its partnership with Brookline Adult and Community Education (BACE) to offer media-focused classes for adults in BIG's space, as well as programming for kids during February, April, and Summer vacations through their SmartPrograms offerings. BIG hosts BACE's weekly programs throughout the entire school year and summer. BIG frequently hosts the informative BACE Lecture Series in BIG's theater, which has covered topics ranging from movie history to building America's first subway system right here in Boston! French, Spanish, meditation, and Mozart classes can be heard daily in the hallways at BIG as adults learn languages, enjoy activities during retirement, or learn new skills for their next career move.

## SCHOOL COMMITTEE





## BEE BEAR SUMMERS

During the summer of 2015, BIG collaborated with Brookline Early Education Program (BEEP) and Brookline Recreation to create the 4th season of BEE Bear Book Club, a reading and literacy television program for children ages three to five. Each episode of this show focuses on a specific children's book and includes lessons about its key themes.

To create this show, BIG transformed the television studio into a warm living room setting, created animations to bring each featured children's book to life, taught Brookline Recreation's Camp Express campers how to use studio equipment so they could help film and produce the show, and invited local preschools to bring their students into BIG to star in episodes of the show.

Over the summer, BIG created five episodes of BEE Bear Book Club that focused on topics ranging from space, to different physical abilities, to the process of learning to do new things. These episodes aired on BIG's cable channels, and are also available on our YouTube channels.

In 2016, BIG has been thrilled to partner with BEEP to create a new offering for the Brookline community, *BEE Parenting*, which provides advice and ideas to help mothers and fathers navigate parenting and learn skills to support developmental growth in their young children. Stay tuned for this new series!

## BROOKLINE HIGH SCHOOL GRADUATION

Congratulations to the Brookline High School class of 2016! As always, BIG filmed the BHS graduation ceremony this past June, yet for the first time ever, we also aired it live on Facebook. In addition, the full footage of the ceremony aired on BIG's cable channels and is available on BIG's YouTube channel.

Look for the 2017 graduation in 360 video!

## AFTER SCHOOL PROGRAMS

BIG's after school and summer programs have grown by leaps and bounds over the past year.

In 2016, BIG added 26 NEW after school programs and two new spring and summer programs in partnership with Brookline Enrichment, PTOs, and after school programs at Lincoln, Driscoll, Pierce, lower and upper Devotion, Baker, Lawrence, and Heath. Several six to eight week programs were collaborative partnerships with Brookline Library, Brookline Recreation, and Brookline Adult Education, and also were located at BIG's facilities in the Unified Arts Building.

BIG's programs are tailored to the needs of each school and group of students, with media and technology topics such as: iMovie, Scratch, Photojournalism, Digital Storytelling, Graphic Design, Movie Makers, Claymation, Graphic Novel Creation, and Music Video Production.

In 2017, new classes will be added at various school and community sites and in collaboration with our partners, BACE, Brookline Recreation, Brookline Teen Center and Brookline Library. If you'd like to become a partner, please email Erin Kinney, BIG's Education Manager, [erin@brooklineinteractive.org](mailto:erin@brooklineinteractive.org).

Students will also be able to learn World-Building in Unity and Simmetri, Illustration in VR Doodler, and Media Literacy and participate in a pre-VR EcoHackathon spring break program focused on giving middle school and high school-age students basic skills in VR content creation. Participation in this program will enable youth to then attend and join teams for the VR EcoHackathon. Visit [www.VREcoHack.com](http://www.VREcoHack.com) for more info!



# COMMUNITY PRODUCERS

In 2016, BIG saw a record number of community-created television programs produced in its studios at 46 Tappan Street in Brookline.

Many community television shows at BIG have run for decades while many were new this year including these series, standalone programs, and monthly television shows: The Fun Show, Bookline, Beyond Boston, Steps to Success Career Panel and Interview Prep series, the Dane Chenery Show, The Grandstanders, #BeAMarketer series in collaboration with the Brookline Chamber of Commerce, Lifestyle by Design, Age-Friendly Cities, the Massachusetts Climate Action Network Power Hour, the Gaia Report, Community Update with Andre Evans, Is There Something Missing in Your Life? by Lois Green, Massachusetts Breast Cancer Coalition Event Update, and monthly programs of BIG's Community Journalism program.

**“BIG is truly amazing. Erin and the rest of the team got our show up and running easily and quickly. They taught my son Isaac, who is 14, to direct, and he has gotten really good at that. I could not be happier with my experience at BIG.”**

*Michael Levin, creator of “Bookline”*

All programs created with BIG resources are broadcast for community viewership on local Brookline channels via Comcast on 23 and 3, and RCN 15 and 3, and are archived on BIG's YouTube channels. Government meetings are generally streamed live on [brooklineinteractive.org/live](http://brooklineinteractive.org/live) and are also available in an archived format via BIG's website.

BIG's staff-led Thursday Night Live (TNL), a popular educational initiative designed to teach members the technical aspects of broadcast journalism production for television and the web, grew to include seven new shows.

A graduate of TNL, The Grandstanders Live, a Boston Sports television talk show hosted by Brookline resident and BIG member Scott Kerman, has grown from its infancy on TNL in 2015 to a weekly broadcast independently produced by Scott and his wife, Adrienne Kerman, at BIG's studios.

“I can barely figure out my Smartphone,” said Ms. Kerman, “yet here we are at BIG every Wednesday producing—from soup to nuts—a live television show that includes an accompanying website, podcast, and flesh-and-bones studio guests like Joe Kennedy III, Michael Dukakis, and Bob Ryan; professional ballplayers, and even the past and present presidents of the Red Sox. It's crazy! BIG has allowed us to realize a dream project that has, in many ways, opened and enriched our lives.”

Community producers can create their own show at BIG, learn studio and field production skills, create both television and web content by taking BIG's classes, participate in Thursday Night Live and share their content with other media centers regionally and nationwide. Email Erin Kinney, BIG's Engagement & Education Manager, to sign up for an orientation and a tour and learn how to start your own community program: [erin@brooklineinteractive.org](mailto:erin@brooklineinteractive.org).

**“I decided to start The Gaia Report when I was planning the premiere annual Brookline Youth Climate Adaptation Challenge last year. I wanted to provide a forum to empower youth to share their own ideas, and I also wanted to include local adults focused on a wide range of environmental projects. BIG made it happen! They are an invaluable Brookline resource. While they currently help me run my show, they are teaching me how to do this so one day I may be able to run my show on my own at BIG. I love BIG! It has changed my life – including my 9-year old son's life. We co-host together which is a priceless experience.”**

*Crystal Johnson, creator of “The Gaia Report”*



# DEEPENING STORY

## WHY STORY MATTERS

Story is an expression of our history, our experiences, our values, and the lessons we have learned. It connects us to our culture and to one another, and helps us better understand and know ourselves. Over the past year, we have focused on deepening story at BIG – encouraging people to tell richer stories, be more thoughtful, use higher quality production equipment and standards, be creative and daring when crafting and sharing their stories, and most importantly, to realize that everyone –yes, everyone – has an interesting story to tell. Here are a few examples of this work.

## DIGITAL STORYTELLING WITH STEPS TO SUCCESS

Thanks to a generous grant from the Brookline Community Foundation, BIG partnered with Steps to Success to build and pilot a new Media Arts and Digital Literacy after school program for middle school students in BIG's space. As in most of BIG's media education programs, the goals of this program focused on increasing awareness of media and its messages; increasing critical thinking, storytelling and media creation skills; and becoming informed consumers and responsible creators of media.

This program focused on engaging youth in the creation of digital stories using a personal narrative voice, in the curriculum methodology developed by the Center for Digital Storytelling in Berkeley, CA, now called the Story Center, and using BIG's curriculum and techniques for media production projects.

Through this program, students successfully learned how to create a brief personal digital story, record a voiceover, work with multiple forms of media, and utilize editing software. Seventeen students successfully created and completed digital stories on topics ranging from their experience moving to the United States, to their relationship with a parent, to participating in a sport, to giving up a beloved family pet. Amidst the wide variety of stories, the themes of transition, family, friendships, mentors, and empowerment through activity were prevalent, illustrating not only how common these forces are in adolescent's lives, but how when given the opportunity and medium, they can and will express their importance.





## GROWING DIGITAL STORYTELLING

In 2016 BIG hosted new digital storytelling classes for youth and adults, and in April hosted the only Boston area digital storytelling workshop location by California's Story Center Project. Check out our 2017 digital storytelling classes, including 360 storytelling!

## WOMEN AND GIRLS THRIVING IN BROOKLINE FILMMAKING COLLABORATION

Women and Girls Thriving in Brookline, is a Brookline initiative that works to expand and create learning, participation, community, and leadership opportunities for women and girls with limited incomes. BIG teamed up with them on a collaborative filmmaking project running through the winter and spring of 2016. As one of BIG's first community production grantees, a group of "Thriving" women worked with BIG to create an original film about their personal experiences with employment and the lessons they have learned, which will in turn be used to help low-income women and girls in Brookline.

Over the course of this project, the Thriving group crafted the concept of the film while BIG provided training on cameras, storyboarding, interviewing techniques, and editing to help the women learn about and complete each step of making their short film.

After completing their deeply compelling and thoughtful film in May, the Thriving group premiered it for their friends and families at BIG's theater. They screened the film again in December at Brookline Town Hall to several representatives of community organizations and received an overwhelmingly positive response from the audience. We'd like to congratulate them again on their incredible work!

**“Receiving this grant funding has allowed us to bring together a group of “Thriving” women to be trained and guided in creating a short video that reveals their own stories, struggles, and learning about employment and other work that will be helpful to other women in Brookline — a video created by women for women!”**

*Ann Brackett, Founder of Women and Girls Thriving in Brookline*





# COMMUNITY JOURNALISM

In February of 2016, BIG's community journalism team kicked off a new program. Comprised of community members and BIG staff and interns, the team has actively covered and created weekly news videos on several hyperlocal stories by researching, following, and filming footage about each story. Content is emailed out weekly to BIG's members and posted on our social channels.

BIG's team covers a diverse range of stories relevant to the Brookline community, including voters' thoughts about the elections, the new proposed trash pickup plan, Boston University's plan for a new theater arts building, the Coolidge Corner Arts Festival, Brookline's first ever Porchfest, and a local major league Quidditch tournament. Each story is aired on our cable and YouTube channels.

BIG's goal is to continue to grow this program in the coming year by recruiting more community journalists and creating more news stories.

To sign up and get involved, visit <https://brooklineinteractive.org/community-journalism/>.  
Or email: [monique@brooklineinteractive.org](mailto:monique@brooklineinteractive.org)



# ENGAGE

## CELEBRATE MUSIC

This spring, BIG member (and now, new board member!) Amy Emmert, in collaboration with the Brookline Commission for the Arts, organized Celebrate Music, a series of free concerts devoted to showcasing talented local musicians for the Brookline community and beyond. Featuring a wide array of musicians and genres, these concerts quickly became highly popular and were so successful we expect to see another series in 2017! BIG was delighted to sponsor this series by filming each concert and airing them on BIG's cable and YouTube channels.



## PRODUCTION GRANTEES

As part of BIG's goal to bring more local stories to life—or rather, to the screen—last year BIG offered its first ever round of community production grants. BIG awarded three grants for the production of short original works, fiction or documentaries to help Brookline community members and organizations create their own films and tell the stories that matter to them.

BIG was delighted to work with two local filmmakers and one organization, supporting them as they created their brief documentary films through monthly cohort groups meetings and high level production trainings.



# THE 2015-16 PRODUCTION GRANTEES

## HUBWAY66

BY DANIEL JAMOUS

Daniel Jamous created a film about Hubway, Boston's bike-sharing system, and the impact it has had on himself and other Hubway users, as well as on the quality of life in the towns and communities participating in the program. The story is told from Jamous' point of view as he is riding on his morning commute to work from Coolidge Corner to Harvard Square, with interviews, personal recollections, and music interspaced throughout the journey.

*"I believe the recognition and credibility associated with being a BIG Community Filmmaking grantee has helped me find individuals interested and willing to participate in my project. I've enjoyed being part of a community support group where I've been able to share updates of my project with BIG staff and fellow grantees and get advice and feedback." - Daniel Jamous*



## ART CHAT BROOKLINE

BY PETER MCDONALD

Art Chat Brookline visits Brookline artists in their studios as they discuss their methods, creativity, and what making art means to them, while demystifying the creative process for viewers.

*"Being a grant recipient fills one with pride and honor knowing others feel your ideas are worthy of a grant. It is a great confidence booster. It is helpful knowing you have been awarded a grant for your project. We give the time, BIG gives the support and the means to accomplish great things." - Peter McDonald*

## WOMEN MOVING FORWARD

BY WOMEN AND GIRLS THRIVING IN BROOKLINE

This collaborative film created by a group of six "Thriving" women focuses on their stories, struggles, and lessons learned about empowerment and work that can help other women in Brookline as they navigate their own journeys through work and life.

*Learn more about this film project in "Deepening Story"*



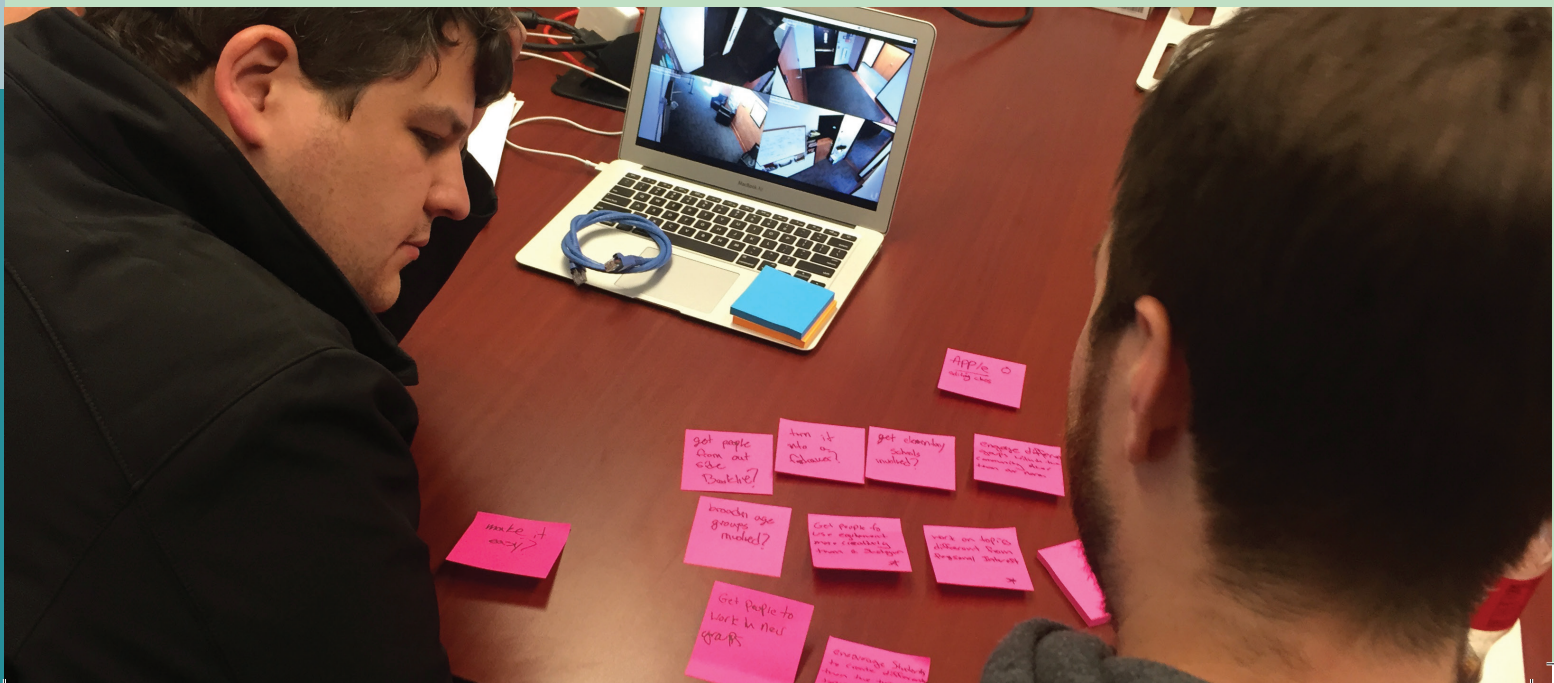
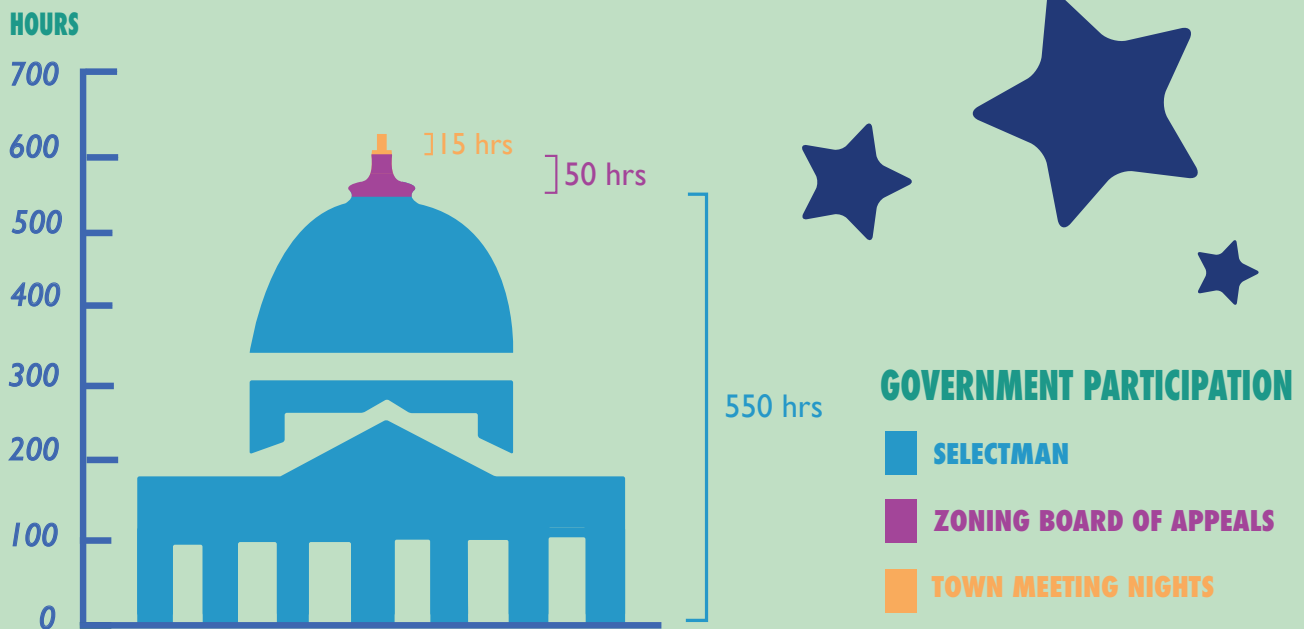


# PARTICIPATE

## GOVERNMENT-IN-ACTION

Per BIG's agreement with the Town of Brookline, BIG has continued to film all Town Meetings, Selectmen Meetings, and School Committee Meetings, as well as several other government meetings, and air them on BIG's cable and YouTube channels to ensure all Brookline residents can view these meetings and stay informed on the items and issues discussed.

In the past year, BIG covered 175 meetings. This coverage totals to approximately 615 hours, at an average of 2 hours and 53 minutes per meeting.



# COMMUNITY PARTNERSHIPS

BIG has long-standing, rich partnerships with most non-profits and government committees in Brookline. We've been out and about in the community as usual this year, and have proudly partnered with several organizations throughout Brookline. Here are several examples of BIG's 2016 partnerships:

## MARTIN LUTHER KING DAY

BIG attended and filmed Brookline's Martin Luther King Day commemoration, held at the Coolidge Corner Theater, and later aired this event on BIG's cable and YouTube channels.

## RACE REELS

BIG proudly partners with this documentary film club, hosted each month at BHS, that encourages conversations and contemplation about issues around race. BIG sponsors the guest speakers who speak and facilitate a discussion after each film and provides marketing materials for each event.

## DOMESTIC VIOLENCE ROUNDTABLE

BIG is a member of the Domestic Violence Roundtable, a group comprised of town employees, educators, law enforcement, and other organizations who are committed to helping educate the community about and preventing domestic violence.

## STEPS TO SUCCESS

Throughout this year, BIG has partnered with Steps to Success by hosting and filming career panels in BIG's studio, partnering to pilot and offer a new digital storytelling after school program for middle schoolers, and providing a media internship opportunity for four of their student interns this summer.

## CHAMBER OF COMMERCE

We partnered with The Chamber of Commerce to host three *Be a Marketer* events at BIG at which marketing professionals and Constant Contact provided marketing advice for local businesses and organizations. BIG also taped these events and posted them to our YouTube channels to help share these learnings with those who were unable to attend the events.



## AGE-FRIENDLY CITIES

BIG and Age-Friendly Cities has partnered to create a monthly show that highlights Brookline's many features and initiatives that help make it an age-friendly community, including the library, transportation offerings, and parks and open spaces. This show is produced and filmed at BIG and is also featured on Brookline CAN's website.

## BOUNTIFUL BROOKLINE

For the second year in a row, BIG has partnered with Bountiful Brookline by hosting their summer film series in our theatre. This series, which focused on several issues around the growth, production, and movements around food, brought people from Brookline together to learn, share ideas and become inspired to take action to improve food access and healthy eating.

*"Bountiful Brookline appreciated the opportunity to partner with BIG for our annual Summer Film Series to provide a forum for the Brookline community to discuss the global food system, local food movement, and their impact on Brookline's food systems. We look forward to a continued partnership!" - Alexa Vasios, Bountiful Brookline*

## FARMERS' MARKET

This spring marked our second season of partnering with the Brookline Farmers' Market. BIG was present at several of the farmers' markets throughout the spring and summer with StoryVox, an innovative community-based storytelling platform which engages residents by prompting them to take fun photos or share stories around a thematic prompt in a photo booth with video and still capabilities. BIG was also pleased to produce a few videos promoting the farmers' market, including one in which shoppers shared why they enjoy the market.





# PUBLIC VR LAB

The PublicVR Lab is a collaborative effort to facilitate a public dialogue and projects around new virtual reality (VR) related technologies; to support the community creation of 360, virtual, and augmented content; provide access to tools and headsets; and to generate socially-relevant and locally-focused public interest VR experiences. Brookline Interactive Group (BIG) and Northampton Community Television (NCTV) launched this VR accessibility and literacy initiative at their community media centers in Northampton and Brookline, MA, beginning in Spring of 2016.

Since then, the Lab has offered free weekly public demos of VR experiences via the HTC VIVE headset and controllers at both locations, at senior centers, fairs, and at pop-up public events, and created a VR Academy to train Brookline High School students. The Lab held its first Meetup in Boston in August 2016 with speakers from the VR content creation team at FRONTLINE on their pioneering immersive journalism films and projects. Since then, the lab has partnered with VR/AR Hackathons, other mixed reality creators and labs, BostonVR, the Science & Media Awards Summit, and the Pioneer Valley Game Group. The Lab also curated the interactive component of the 2016 Northampton Film Festival. In 2017, BIG will create new community content in 360, VR, and AR.

## VR Academy

The VR Academy is a project of the Public VR Lab that began in Fall 2016 to help facilitate content creation through classes, workshops, and hackathons focused on training high school and college students as well as adults. The VR Academy will launch training programs in 2017 to train non-profit organizational staff, small businesses, and education administrators in how to use, create, and implement VR-related technologies in their day-to-day services and programs, and teach Unity and other VR creation classes.

## FREE & Accessible Virtual Reality Demos

Since May of 2016, through the Public VR Lab, BIG and NCTV have provided free public demos of over thirty virtual reality experiences to hundreds of local residents. This free public access allows any community member the opportunity to experiment with VR-related technologies and storytelling in VR.

Come in to BIG on Wednesdays 5-8pm or on Fridays 2-3:30pm to try VR!

**FOR THE  
PAST 8 MONTHS  
BIG HAS OFFERED  
FREE VR DEMOS  
TO THE PUBLIC**

# BIG HOURS IN SERVICE TO OUR STUDENTS

Over 50 hours

**Covers 50 hours of BHS Performing Arts  
& BHS Graduation**

**BIG public space usage by BHS classes  
teachers, associations after hours**

**Computer lab on call lab technician  
& maintenance of labs**

**Studio maintenance and trainings**

**BIG Classes taught for BACE**

**VR Academy**

**Race Reels**

**BEE BEAR Program for B.E.E.P**

**Brookline Public Schools -**  
Coverage of Administration Sponsored events  
& Professional development programs

**BACE use of BIG space & public areas  
(day and evening)**

# GET INVOLVED

## CREATE YOUR CONTENT AND BE PART OF THE BIG COMMUNITY

Everyone is welcome to become a member of BIG. To get started, visit BIG's website to sign up or contact Erin Kinney at [Erin@brooklineinteractive.org](mailto:Erin@brooklineinteractive.org) to register for an orientation and a tour.

## PSA DAYS

To support the many non-profit organizations in the Brookline area that are doing excellent work but sometimes need help spreading the word about their events and activities, BIG offers PSA Days to help them create public service announcements at no charge. A PSA Day is a designated day on which any local non-profit organization can film a brief public service announcement about an event or initiative in BIG's studio. BIG then edits this into a brief video which is posted to our channels, and which the organization can also share with their audiences.

Organizations who have created PSAs with us include: League of Women Voters of Brookline, Brookline Rotary, Public Library of Brookline, Brookline Music School, The Office of Diversity, Inclusion & Community Relations, and the Bicycle Advisory Committee.

If you would like to make a PSA please contact Erin at [erin@brooklineinteractive.org](mailto:erin@brooklineinteractive.org).

## PAID PRODUCTION VS. VOLUNTEER COVERAGE

BIG provides free subsidized coverage of local events based on a first come, first serve basis and staff and volunteer availability. We don't guarantee a high quality recording of these productions given BIG's role as an educational learning organization. If you'd like a professional shoot that guarantees quality coverage, please consider hiring BIG to create your video communication.

## FREE COMMUNITY COVERAGE

- Brookline High School Graduation
  - Lawrence School PTO Play
  - Media Girls Fundraiser
  - Celebrate Music concert series
  - Brookline High School Spring Music Festival
  - Brookline High School Chamber Music Concert
  - Brookline High School Spring Musical
  - Brookline High School Fall Play
  - Brookline High School Winter Concert
  - Friends of the Brookline Present B.A. Shapiro, author of "The Muralist" 6/8/16
  - Quezalaguaque Sister City Celebration
  - Dr. Martin Luther King Day Celebration at the Coolidge Corner Theatre
  - Tribute to Harriet Tubman
  - Cookin' Up Jazz Summer Concert Series
  - The Lawrence School's annual PTO Play
  - Brookline Rotary Club's 2016 Pancake Breakfast
  - Devotion After School Program's Adventures in Oz Musical Performance
  - Brookline-Quezalaguaque Sister City Project Performance
  - The Annual BCAN Meeting
  - Brookline Education Foundation: Margaret Metzger Fellowship Event Tales From the Classroom
- And more...





# BIG's PROFESSIONAL MEDIA SERVICES

BIG covers hundreds of hours of public events as a free community service and airs them on our non-commercial community cable channels. However, there are some events and services that extend beyond the reach of our free services or do not meet our non-commercial mission. In order to accommodate these community needs, we offer professional-quality media services. Contact Ben Brown at [ben@brooklineinteractive.org](mailto:ben@brooklineinteractive.org) to hear more and receive a quote for BIG's media services in the following areas: web, graphic design, and banners; video, still, and audio productions; A/V support services.

## PRODUCTIONS SERVICES

- Producing non-commercial or commercial promotional films and short videos
- Providing high-quality still photographs, video and audio recordings of events and for films, web sites and marketing materials
- Coordinating corporate webcasts, streaming services
- AV assistance, and webinars
- Creating storytelling DVDs, social media and family heirloom videos at private or public functions
- Designing graphics and logos for organizations and businesses
- Developing websites for local organizations government committees, and school groups

## FACILITY USE & STAFF SERVICES

- Reserve staff time and use of BIG's facilities for your next event.
- Reserve BIG's conference room for a meeting or gathering, or the theater for a birthday party or special occasion to enjoy watching a movie in our state-of-the-art theater with your friends and family.
- You can reserve space at BIG or receive a quote for media services by contacting Ben Brown at: [ben@brooklineinteractive.org](mailto:ben@brooklineinteractive.org).

## CLIENT PROFILE: DANCING WITH THE STARS

The Rotary Club of Brookline hosted their third annual *Dancing with the Brookline Stars* event in November, and BIG was there to film and create a video of the entire event! Since its start in 2013, the event pairs Brookline residents with professional dancers to perform a ballroom dance routine to help raise money for both their designated charity and the Rotary Club. This past year's event was a smash success, and we look forward to filming the next one this year!

Find videos on our website: [brooklineinteractive.org](http://brooklineinteractive.org)

**“Speaking from personal experience with the relationship that BIG has had with Brookline Rotary, it has been a key instrumental player in our fundraiser that we have been doing for the last four years. Without BIG's participation we would not have had the quality of event that we had. And if we had had to pay for those services full freight we probably would have lost about a tenth of the funding we were able to give to Brookline charities.”**

*Susan Rack, former president, Brookline Rotary Club*



# COMING WINTER 2017

## WINTER & SPRING BREAK PROGRAMS FOR KIDS

- Music Video Making with Brookline Adult Education
- Make VR, AR, and 360 April Break Program

## AFTER SCHOOL PROGRAMS FOR KIDS

- Movie Makers
- Graphic Design
- Photojournalism
- Claymation
- iMovie Creation
- Scratch

## EARLY RELEASE PROGRAMS FOR KIDS

- Exploring Media Workshops

## WORKSHOPS WITH COMMUNITY PARTNERS

- Exploring Media with Brookline Recreation
- Exploring Media with Steps to Success
- BEE Bear Book Club with Brookline Recreation & Brookline Early Education Program
- PSA Workshops at Heath School

## MEDIA WORKSHOPS & OPPORTUNITIES FOR ADULTS

- |                                     |                      |
|-------------------------------------|----------------------|
| • Thursday Night Live Opportunities | • Citizen Journalism |
| • Photography                       | • Production Grants  |
| • Saturday Open Editing Hours       | • Unity Programing   |
| • Digital Storytelling              | • VR Doodler         |
| • DSLR Camera Training              | • 3-D Modeling       |
| • Documentary Film                  | • Simmetri           |

**Register at: [brooklineinteractive.org/workshops](http://brooklineinteractive.org/workshops)**



## BIG'S MISSION

Brookline Interactive Group (BIG) is an integrated media and technology education center and a community media hub for Brookline, MA and the region. BIG facilitates diverse community dialogue, incubates and funds hyperlocal storytelling, arts, journalism and technology projects, and serves over 500 youth and adults annually through innovative classes and partnerships. BIG offers extensive multimedia training, Virtual Reality (VR) and 360-video cameras and training, access to high quality filmmaking equipment, production grants, and provides low-cost professional media services to non-profit organizations, education partners, businesses, and to local government.

## DONATE

BIG is always looking for donations to help our community-based educational programs so we can further serve the Brookline community. BIG welcomes monetary, service, and food-based donations, such as professional services to help serve our organizational needs, or food for our events and volunteer crews. Because BIG is a non-profit 501(c)(3) organization, your contributions are tax-deductible.

# 2017 Brookline Massachusetts Cultural Council Grant Awards



*Brookline Commission for the Arts*

Please contact the Administrator for the Brookline Commission for the Arts, Ms. Gillian Jackson at [brooklinearts@gmail.com](mailto:brooklinearts@gmail.com) for any further details or contact information of awardees.

## 9. - 2

### Brookline Commission for the Arts Cultural Council Awards for 2017

Project Title (award \$)	Project Description
<b>ArtBarn Community Theater/Out of the Box (\$1,000)</b>	<p>Out of the Box Productions is a community service performance troupe that brings socially relevant theater into the Brookline Public Schools and the surrounding community. Each year two casts of 4-6th grade actors travel an original show to all eight Brookline elementary schools, reaching nearly every K-6 student in Brookline (these are free performances). We also perform at the Boston Children's Museum. In recent years, these productions have explored Fear of Failure, Popularity, Social Activism, Environmental Sustainability, and Leadership. This year's show, TECH MESSAGE: A Brief Communication About Modern Technology explores our relationship with the gadgets and gizmos that are rapidly becoming ubiquitous in our society.</p>
<b>Balagan Film Festival/Bi- monthly Experimental Film Screenings (\$1,000)</b>	<p>Since 2000, Balagan Films has sought to provide a platform for marginalized film and video works, particularly within the experimental and avant-garde vein, and to connect local audiences with the makers of such works. Over the course of the next year, Balagan will present six to eight screenings at its primary venue, the Coolidge Corner Theatre, exhibiting works by both local and non-local filmmakers, contemporary and historically-significant, with the filmmakers present for discussion with the audience whenever possible. Balagan will screen all works on their intended formats (whether video, Super 8, 16mm, or 35mm) with the highest-quality projection. We will ensure every screened filmmaker gets paid modest honoraria for their efforts.</p>
<b>Brookline Arts Center/Community Participation in the Arts (\$1,500)</b>	<p>Brookline Arts Center (BAC) proposal, 'Community Participation in the Arts', is twofold. Brookline has 9 public housing units, housing 2800 residents, both individuals and families. We plan to host community art workshops during the year within each facility, involving and engaging community members of all ages, to create and design a large canvas mixed media collage to then be permanently installed in a community space, lobby or community room.</p> <p>The second component involves engaging with members of the broader Brookline community including children, teens, adults and seniors during the summer and fall to participate in the creation of a public art piece to be installed in a site or sites around Brookline during the fall.</p>

Brookline Commission for the Arts Cultural Council Awards for 2017

Project Title (award \$)	Project Description
<b>Brookline Arts Center/Teen Open Studios (\$750)</b>	<p>The Brookline Open Studios is interested in increasing the number of teen artists who participate in Open Studio, recently moved under the Brookline Arts Center management. Through their participation, teens will be able to attend feedback sessions and receive help in their portfolio development leading up to and in preparation for Brookline Open Studios April 29 &amp; 30, 2017. The feedback sessions will be separated by discipline: painting and mixed media, photography, ceramics and jewelry and led by professional painters, photographers, ceramicists and jewelry designers.</p> <p>Art work from the teens will be displayed at the Brookline Teen Center, a group site for teens for Open Studios, and the teens will be able to engage and talk about their work with visitors from the broader community.</p>
<b>Brookline Symphony Orchestra/Support for the 2016/2017 Season (\$800)</b>	<p>The seventy volunteer members of the Brookline Symphony Orchestra, both for this proposed concert project and for our entire 2017-18 season, have the following SPECIFIC AIMS:</p> <ol style="list-style-type: none"> <li>1. To enrich the cultural life of Brookline through affordable, high-quality orchestral performances</li> <li>2. To reach diverse and underserved audiences via outreach events</li> <li>3. To provide qualified volunteer musicians under professional leadership an opportunity to enhance their skills</li> </ol> <p>Ticket sales represent only a fraction of the cost associated with producing these concerts. Among our biggest expenses is space rental, both for rehearsal and performance. We ask for funds to help defray these space rental costs. Full details are in the attached budget.</p>
<b>90 Second Newbery Festival Gala (\$900)</b>	<p>This spring, we plan to host the prestigious 90-Second Newbery Film Festival Gala. The 90 Second Newbery Festival is a national media contest that challenges elementary and high school age students to become media creators as well as media consumers. The goal is simple: to create a movie that captures the entire plot of a Newbery honor or award-winning novel in only 90 seconds. The best</p>

## Brookline Commission for the Arts Cultural Council Awards for 2017

Project Title (award \$)	Project Description
	<p>selections are shown at gala screenings across the United States, co-hosted by founder James Kennedy and celebrity children's authors such as Kate DiCamillo, Jon Scieszka and Blue Balliett. This is the first time that the 90 Second Newbery Festival Gala has come to Massachusetts, and we are very proud to be their host. Gala will be taped by Brookline Interactive Group and broadcast on Brookline's public access channel.</p>
<p><b>Coolidge Corner Community Chorus/20<sup>th</sup> Anniversary Concert – Anima Mundi (\$1,000)</b></p>	<p>The Coolidge Corner Community Chorus will celebrate our 20th year of music making with a concert in June, 2017 entitled Anima Mundi - World Soul. The concert will feature powerful choral works from Padilla to Bach to Lauridsen, in an arc from light to darkness with the themes of love and resilience. We will also have several smaller performances leading up to the concert reaching out to both the general community, and to senior citizens in particular, through our long-time associations with Brookline's First Light celebration, All Saints Parish, and the Brookline Senior Center. Thus it becomes a journey of community exploration over several months. Our performance also includes collaborations with local instrumentalists and other artists.</p>
<p><b>Puppetry in the Park: A Night of Balanese Wayang (\$750)</b></p>	<p>Puppetry in the Park will bring a master Balinese puppeteer to Brookline for a lively performance that mixes Hindu mythology with slapstick humor. This style of puppetry, called 'wayang kulit,' uses flat leather puppets and an oil lamp, which together cast flickering shadows on a cloth screen. Across Indonesia, it is common to hear the voices of puppeteers and their accompanying musicians performing at night, and we hope to offer that same experience here in Brookline. The show will be one and a half hours in length and accessible for all ages, with instrumental music beforehand and a chance to meet the performers afterwards.</p>
<p><b>Mistral (\$500)</b></p>	<p>Mistral requests support for expenses including a 50% increase in venue rental fees. "The Baroque Big Band" ushers in the holidays with dazzling Baroque concertos by Telemann, Vivaldi, Handel, Bach, and a few lesser known masters, with dynamic soloists taking turns in the spotlight. Our Valentine Concert, "Love in the Belle Epoque" is an intimate program from the golden age of song tracing the flowering of French culture around the turn of the century, La Belle Epoque. Velvet-voiced Baritone David McFerrin sings</p>

## 9. - 5

### Brookline Commission for the Arts Cultural Council Awards for 2017

Project Title (award \$)	Project Description
	of love, loss, and yearning in heart-rending songs by Faure and Duparc. Audiences will love a recently discovered trio by Debussy, a rarely performed trio by Durufle and Franck's formidable, passionate piano quintet.
<b>Classic Repertory Company (\$450)</b>	The award-winning New Repertory Theatre's flagship educational outreach program, Classic Repertory Company (CRC), will perform a 90-minute adaptation of William Shakespeare's "Romeo and Juliet" (4/2/17) at the Brookline Senior Center and "Romeo and Juliet" (11/8/16) at Bay Cove Academy. The proven successful tour, now in its 17th season, includes study guides and artist-led post-show discussion. The program meets the highest standard of excellence in its productions, honoring the playwright and bringing clarity to the language through outstanding performance.
<b>Experimental Coffee House Series + Waterworks Concerts (\$1,250)</b>	Non-Event will present a monthly series of concerts at Cafe Fixe, plus 4 larger concerts at the Waterworks Museum. The coffee houses feature both established & emerging experimental musicians from around New England. The musicians involved in this project work with creative improvisation and abstract composition, often employing non-traditional instruments (synthesizers and custom-built electronics) or traditional instruments in non-traditional ways. The Waterworks concerts feature established artists (local & international), creating site-specific works. Ticket prices are low so that people from the community can easily attend & experience high-quality experimental music. Non-Event is seeking support to cover artist fees and venue rental.
<b>Studios Without Walls: Everything You Can Imagine (\$1,000)</b>	The 18th annual Studios Without Walls presents "Everything You Can Imagine Is Real". The temporary environmental installation of the works of 15-20 sculptors will be on the theme of the relationship between imagination & reality. Through the integration of sculpture in the natural environment, we will celebrate the coming of Spring. We intend to stimulate a dialogue and allow for visitors to interact with the works through experiencing their movement, sound and light. A printed visual art treasure hunt to further engage children, teachers and viewers will be available along with maps. Activities will include artists &

## 9. - 6

### Brookline Commission for the Arts Cultural Council Awards for 2017

Project Title (award \$)	Project Description
	ranger led tours, interactive workshops, Fairie House building and mini sculpture with collected natural materials.
<b>Unbound Visual Arts/City Heart Show (\$400)</b>	This project will allow 10 new Brookline resident artists to participate in the "CityHeart Art Show" In April 2017 at the Shops at the Prudential. In 2017, UVA is the principal sponsor of the Greater Boston "City Heart Art Show," involving over 70 homeless, formerly homeless, and/or low-income artists. UVA has organized 8 curated thematic exhibitions in Brookline in the past 4 years. In addition, UVA organized a group site for its member artists for the 2016 Brookline Open Art Studios.



**Town of Brookline Board of Selectman Meeting  
January 31, 2017  
Announcement by Amy Emmert for the Brookline Commission for the Arts**

**TOWN OF BROOKLINE INVITES APPLICATIONS FOR POET LAUREATE**

In early 2012, the Board of Selectmen inaugurated the Town of Brookline Poet Laureate Program. Our current Poet Laureate, Jan Schreiber, will end his tenure on March 31, 2017.

Brookline Commission for the Arts, which coordinates the program, is now accepting applications for the town Poet Laureate. The deadline for submitting applications is March 1. The town will appoint the poet to a two-year term, which begins April 1. The appointment will be announced before April, National Poetry Month.

First we would like to express our gratitude to Jan Schreiber for his dedication and creative approach to programming as our Poet Laureate for the 2015-2017 term. Jan presented a number of programs that drew in poets, translators, and even musicians. Jan has generously offered to serve on the committee to identify our next Poet Laureate.

The Poet Laureate's mission is to enhance the town's cultural life, promote awareness and appreciation of poetry and the literary arts, and connect members of the community through poetry. The poet's duties include public performances, outreach to Brookline schools, libraries and community centers, and initiating projects to energize the town's residents to the spirit and power of the written and spoken word. The position has an annual stipend of \$2,000, which is generously underwritten by Bay State Federal Savings Foundation and the Friends of the Brookline Library.

The program is open to residents of Brookline who have a substantial body of work, including published poems, and demonstrated a commitment to the community. A full description of the program and Poet Laureate's duties is available on the BCA website along with detailed application instructions and contact information ([brooklinearts.org](http://brooklinearts.org)) or by contacting Ms. Gillian Jackson at 617-730-2135.

A selection committee, composed of commissioners and Brookline residents, will convene in March to review applications, make a selection and submit it to the Board of Selectmen for approval. Residents interested in joining this committee should contact Ms. Gillian Jackson at [brooklinearts@gmail.com](mailto:brooklinearts@gmail.com) by February 15.

Board of Selectmen Meeting, January 31, 2017

Announcement of the 2017 Massachusetts Cultural Council (MCC) Awards for applications to the Brookline Commission for the Arts

Statement by Amy Emmert for the Brookline Commission for the Arts

We are very fortunate in Massachusetts to benefit from the MCC's Local Cultural Council Program, which is the largest grassroots cultural funding network in the nation. Each year, local councils, including Brookline Commission for the Arts, award more than \$3M in grants to more than 6,000 cultural programs statewide.

I am very pleased to announce the 2017 MCC grants for applications to the Brookline Commission for the Arts.

Based on feedback from the community, the Commission provided proposal review criteria for applicants seeking funding from Brookline MCC funds. These included:

- Cultural Impact: Contribution to the cultural life of Brookline
- Potential: Potential to add value to the community beyond the specific activity funded
- Target Audience: Projects are prioritized to include diverse and under-served audiences
- Plan of Work: Objectives of the project and the strategy for implementation should form a feasible plan
- Funding Period: Projects shall be completed during the calendar year following the application deadline. Any individual or organization may be funded for a maximum of three consecutive years through this program after which they cannot be funded for at least one year before applying again.

The Commission received 31 applications this year. Over the course of two meetings dedicated to reviewing the applications, the Commission was able to award 13 grants for a total of \$11,300.

The funded grants represent efforts from among four main categories of the arts as follows:

Film/Video	17%
Music	31%
Theater/Puppetry	19%
Visual Arts	32%

Please see the provided written report for project summaries of these grants.

A Grantee Reception will be held Monday, May 8, 2017, at 6 pm in Hunneman Hall at the main branch of the Brookline Public Library.

The next grant application deadline for Massachusetts Cultural Council funds for Brookline will be October 15, 2017.

The Brookline Commission for the Arts welcomes input from the Board of Selectmen and all members of the community. Thank you.



# TOWN of BROOKLINE

## *Massachusetts*

### BOARD OF SELECTMEN

NEIL A. WISHINSKY, Chairman  
NANCY A. DALY  
BENJAMIN J. FRANCO  
NANCY S. HELLER  
BERNARD W. GREENE

333 WASHINGTON STREET  
BROOKLINE, MASSACHUSETTS 02445

(617) 730-2200  
FAX: (617) 730-2054  
[www.BrooklineMA.gov](http://www.BrooklineMA.gov)

MELVIN A. KLECKNER  
Town Administrator

### DRAFT

(1/27/17)

Jessica L. Malcolm, 40B Specialist  
Comprehensive Permit Program  
Massachusetts Housing Finance Agency  
One Beacon Street  
Boston, MA 02108

RE: Application for Site Approval—1299 Beacon Street, Brookline

Dear Ms. Malcolm:

Thank you for providing the Town of Brookline an opportunity to submit its comments on the revised application for Site Approval submitted by Brighton Allston Properties, LLC to construct a mixed-use development at 1299 Beacon Street under G.L. Chapter 40B.

The Board of Selectmen conducted a public hearing on January 24, 2017 to solicit input from interested parties in town. Attached are written comments submitted by the public relative to the revised application.

We appreciate the fact that MassHousing acknowledged the Board of Selectmen's vehement opposition to the initial PEL application and requested that the developer revise its proposal to better reflect Town and community concerns. The revised application is an improvement, but regrettably still fails to respect the context in which the proposed project is located. The sheer size of the proposed building and the associated impacts of that size remain problematic and of serious concern to the Board of Selectmen.

The proposed ten-story building is still significantly higher than nearby properties, most notably the one- to three-story commercial structures, three- and four-story Victorian homes, and modest four- to eight-story multi-family complexes. While we recognize that there are taller buildings in the general area, those buildings are characterized by open space and setbacks, both of which mitigate the impact of the height. Further, the height of this project is exacerbated by the fact that the site is located on a crest of a hill.

A reduction in height of the building by two to four stories with a concomitant reduction in the number of units and elimination of one parking level represents the only material change to the plan.

Therefore, since no other substantive changes have been made, our objections made in our prior transmittal to you relative to this PEL application remain valid and are worthy of repetition.

Despite the (modest) reduction in height, the proposed building overwhelms the property. There continue to be virtually no setbacks, the footprint is molded into an awkwardly shaped parcel and the circulation pattern is dysfunctional. Simply put, the site plan does not work and fails miserably in meeting the Design Guidelines established by the subsidizing agencies to inform PEL decision making. As the Board indicated in its prior letter, the proposed parking and circulation pattern raises serious and compelling concerns about safety for the existing residential and commercial property owners, visitors, patrons, and the tenants of the proposed development.

Vehicular access to Sewall Avenue, an extremely stressed one-way road, renders this site inappropriate for any development of this magnitude. Sewall Avenue as well as Longwood Avenue and other roads in the general vicinity of the project experience extraordinary congestion. This congestion is due in large measure to narrow streets, insufficient on- and off-street parking, and the concentration of three very active land uses: the U.S. Post Office, Trader Joe's, and a synagogue that conducts extensive religious and educational programs involving drop-offs and children walking to and from the building. While we recognize that the Post Office, over which the Town has no jurisdiction, contributes significantly to the prevailing congestion, it is a highly valued use by the Town and community.

The Board understands that, under Chapter 40B, a developer may not be held even partially responsible for contributing to the mitigation of existing traffic volumes and congestion. However, it is common sense to recognize that a development proposing 74 housing units, retail space and 99 parking spaces will have a negative impact on existing conditions. That impact must be mitigated—rather than exacerbated by poor and inadequate design. The sheer volume of additional traffic; the number of cars entering and exiting the garage onto a narrow, one-way street; and the high activity level consisting of motorists, delivery and postal trucks, bicyclists and pedestrians; and the lack of workable delivery and loading areas will create conflict resulting in unsustainable conditions. The configuration of the development parcel and the problematic design of the building combine to make delivery truck access particularly difficult given the logistics of maneuvering and the apparent need to back-up, thereby contributing to congestion and posing a threat to public safety. Trash pick-up on the site has not been given serious consideration.

Further, the Selectmen continue to be acutely concerned about the ability of emergency vehicles—both during and following construction—to quickly and safely traverse the area to and from nearby Longwood Medical Area.

The site's traffic and circulation issues are exacerbated by the complex parking scheme, which has not materially changed despite the elimination of one level of underground parking. In order to provide access to parking on an extremely tight and awkwardly-shaped site, the Applicant continues to propose a complicated automated parking system requiring lifts, car stacking systems and around-the-clock valet service. The Board remains concerned about reliability, noise, safety and the very real potential of queuing onto Sewall and Longwood Avenues with potential impacts onto Harvard Street—all of which raise public safety issues for the hordes of pedestrians and bicyclists that are endemic to this area. Finally, relative to parking, the Applicant must address the distribution of parking spaces between retail and residential uses to insure that both uses have discrete and readily available parking. The Board is skeptical about the practicality and appeal of valet parking for retail patrons.

Given the complexity of the proposed site circulation and the lack of reasonable setbacks from abutting properties, there is concern that access to and egress from adjoining commercial uses will be seriously impeded—not only affecting the viability of these businesses but potentially creating life

safety issues. The Board of Selectmen wants to remind you that the owner of 1295-1297 Beacon Street, which abuts the subject property, may have legal access over the 1299 Beacon Street site to Sewall Avenue, as expanded upon in the previously submitted letter from Rav & Associates, Inc. While the Town is continuing to research this matter, we urge MassHousing to expressly request detailed information from the Applicant relative to this issue and to defer a ruling on the PEL application until you are able to make a definitive determination as to the legal status of the abutter. Naturally, the Town will keep you updated regarding the results of its research.

The Selectmen want to reinforce that this site is in the Beacon Street National District. Therefore, the Applicant's negative responses to the following questions in the PEL application are blatantly false: *"Is the site or any building(s) on the site listed, nominated or eligible for listing on the National Register of Historic Places? Has the site or any building(s) on the site been designated as a local, state or national landmark?"* We understand that if and when a Comprehensive Permit is issued, MassHousing will submit a Project Notification Form to the Massachusetts Historic Commission to determine what, if any adverse effect the project will have on the district; however, we respectfully suggest that you consider the historic integrity of the district as part of your deliberations relative to issuing a PEL.

As you are undoubtedly aware, the proposed project is within less than a half mile from six other projects in various stages of the Comprehensive Permit-PEL processes, proposing a total of 583 SHI-eligible units. We respectfully refer you to Undersecretary Kornegay's statement in her letter to the Brookline Board of Selectmen dated December, 2016: "...we do understand the Town's concerns regarding the clustering of many projects close together, and we are committed to working with the other Subsidizing Agencies to monitor and, where appropriate, seek greater coordination regarding the issuance of PELs for projects within Brookline."

The Board of Selectmen requests that MassHousing direct the Applicant to make further modifications to its PEL application prior to making a determination. The Board further strongly recommends that if MassHousing issues a PEL based on the current proposed or a further-modified proposal, that MassHousing formally direct the Applicant to address the above issues and submit the following information prior to or as part of a Comprehensive Permit application to the Town's Board of Appeals:

- a 3D model showing the proposed and abutting buildings
- a site plan showing abutting buildings with setbacks of the proposed building to its property lines and to abutting buildings and all easements
- site sections through the building
- a traffic, parking and circulation narrative and study, including: the impact that this project will have on circulation and the availability of existing on-street parking in the immediate area, and the proposed distribution of parking spaces for residential and retail uses. We strongly recommend that, prior to initiating the traffic study, the Applicant and its traffic engineer discuss the scope with the Director of Engineering and Transportation.
- a staking on the lot of the building's footprint to illustrate its size and setbacks
- a narrative explaining the proposed loading and delivery scheme
- a narrative regarding trash/recycling pick-up
- a comprehensive shadow study
- a storm water and drainage report, the scope of which should be predetermined with the Director of Engineering and Transportation
- a waiver list in tabular form

The Board also recommends that the Applicant meet with the Fire Chief as soon as possible to identify and address any fire safety issues.

Finally, the Board of Selectmen respectfully requests that MassHousing encourage the developer to work with the Town to achieve an improved project – one that dramatically reduces the massing, height and scale of the property, addresses the parking ratio to the satisfaction of the Zoning Board of Appeals, incorporates a workable—and safe—circulation pattern, and does not overwhelm the nearby buildings. Again, we are seeking your support in helping to craft a project that respects rather than undermines and destroys the neighborhood context.

Hopefully, MassHousing will condition site eligibility approval, if any, on the Applicant's cooperative engagement with the Town. If a PEL is issued, the Town will work with the developer and its architectural team to refine the proposal during the review. Town staff is available to meet with the Applicant prior to any formal process in order to answer any questions or expand on the comments above.

Thank you for your consideration.

Sincerely,

Neil A. Wishinsky, Chairman  
Board of Selectmen

Roberta G. Sydney  
on behalf of KS Company Trust  
1309 Beacon Street (Trader Joe's and others)  
And  
On behalf of Harvard & Beacon LLC  
1319 Beacon Street (Bank of America and others)  
Brookline, MA 02446

Board of Selectmen  
Brookline Town Hall  
333 Washington Street  
Brookline, MA 02445

December 15, 2016

**RE: Continued Grave concerns about the 1299 Beacon Street Proposed 40B Project**

Dear Sirs:

We have reviewed the revised November 4<sup>th</sup> submittal for Raj Dhanda's proposed 40B mixed use development at 1299 Beacon Street. In short, despite his reduction of apartment units and parking, his resubmittal is poorly designed and unsuitable for the size and shape of 1299 Beacon Street. As the longstanding owner of two adjacent properties at 1309 Beacon Street and 1319 Beacon Street, this letter is to express our continued concerns about the size, scope, and design of his revised proposal. We have stated many of these concerns in our prior letter, which still apply since the site circulation and access issues have not been addressed. However, since you have that letter already, we will not reiterate the many areas that need improvement. In brief, we remain greatly concerned that the revised program is unworkable with respect to site access, vehicular traffic, and circulation, and that despite the reduction, it still does not fit the neighborhood.

In the spirit of productive, positive collaboration, and to encourage the development of more affordable housing in Coolidge Corner, we offer the following approaches for consideration, either of which could make for a workable solution to many of the problems that his design raises. Either approach described below would greatly alleviate some of the larger concerns raised by the proponent's revised program.

**ALTERNATIVE APPROACH 1----- ALL RESIDENTIAL AND NO GARAGE PARKING**

We propose that the Town consider approving a residential project with as many floors that the Town feels is appropriate with ZERO square feet of first floor (or second floor) retail use, and ZERO garage parking spaces for residents. In this way, the developer will minimize public safety traffic congestion impacts. He would also deliver more affordable units to the Town of Brookline's Housing stock with the addition of apartment dwelling units on the first and second floors instead of using those floor areas for retail. In addition, it has considerable cost advantages to the developer since he would enjoy reduced construction expenses with no underground garage to construct.

As stated above, traffic congestion to and from the site would be greatly reduced with no garage parking and no retail uses on site. The only vehicles entering or exiting the site will be for trash pickup, deliveries, moving vans, taxi-cabs, shared lift cars, The Ride, and emergency vehicles, the sum of which could more readily be accommodated on narrow one-way Sewall Avenue. By eliminating all parking for the 55+ senior housing, the developer could pave the way for the mass transit, heavy walking resident group that he favors in his write-up. This zero-retail program, as mentioned above, would also serve to increase the number of affordable units created, which would be an admirable feat for him to accomplish, and good for the town's affordable housing stock.

**ALTERNATIVE APPROACH 2—NO GARAGE AND LIMITED RETAIL WITH CONCOMITANT SURFACE LOT PARKING**

We propose that if there is any retail square footage permitted in the proposed project, that the number of square feet be limited to the extent that sufficient surface parking spaces are built as per the Town parking requirements. In other words, if no surface retail parking is provided, then no retail use is permitted and constructed. If some surface parking is provided, then a concomitant amount of retail square foot use associated with that parking allotment could be permitted and constructed. The proponent, if allowed to demolish an existing active surface parking lot used by his current retail establishment, should be required to replace those surface parking spaces for retail uses if he wishes to maintain retail uses on the site.

**FURTHER THOUGHTS ON THE IMPORTANCE OF SURFACE PARKING FOR RETAIL TENANTS CUSTOMERS**

While the proponent currently operates a retail store at the site and uses the 30+ parking spaces for employees and customers, remarkably, his revised program states that the new development with 12,000 square feet of retail will need NO PARKING SPACES for any of the retail users and their customers. His program specifically states that no parking spaces will be provided for retail tenants employees or customers, and that all the employees and customers will use public transportation, or walk to and from the site.

Despite the proponent's statement that people walk and use public transit to come to retail stores, this statement belies the fact that he operates a retail store on the site now, and his parking lot is currently fully used. We have similar experience over the decades owning 1319 Beacon Street, and 1309 Beacon Street. Retail customers and tenant's employees drive to retail locations, even in dense Coolidge Corner. Despite the high density of this neighborhood and the availability of bus and Green Line MBTA lines, many employees need parking, and many customers do as well, which is why the developer should build adequate surface parking for retail customers and employees if there is to be any retail use on the site.

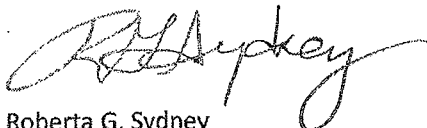
**PUBLIC SAFETY ISSUES**

Adequate turning conditions and access for emergency vehicles, like ambulances and fire trucks to the proposed site has not been considered either. A development of this scope at 1299 Beacon Street with the magnitude of cars programmed would complicate and impede swift ambulance trips to and from the site and also impact the Longwood Medical Area access.

We prefer Approach 1, since it would increase the number of affordable units for the town. However, if Approach 2 is preferable, we respectfully request that surface parking to accommodate the retail use is a requirement. If the proponent incorporates any retail used on the site, we request that he be required to build sufficient surface spaces to accommodate the square footage parking ratio for those retail customers. And, we also respectfully request that he provides employee parking spaces in adequate numbers so that his employees who are unable to use public transportation or walk to the site can park at the 1299 site as well.

We suggest that the developer redesign his program using one of our alternatives to solve site access, public safety, circulation issues, and address the neighbors and the associated traffic.

Very truly yours,



Roberta G. Sydney  
Trustee, KS Company Trust  
and Manager, Harvard & Beacon LLC



Fred and Evelynne Kramer  
30 Longwood Avenue  
Apartment 401  
Brookline, MA 02446

January 19, 2017

Board of Selectmen  
Brookline Town Hall  
333 Washington Street  
Brookline, MA 02445

Dear Selectmen:

In August, we wrote you telling of some of our concerns regarding the development plans proposed for 1299 Beacon Street, which is directly across Sewall Avenue from our building. Although the proposed scale of the project has been reduced, we still have reservations concerning the project.

In general, our reservations still hold even with the reduced scale, but let me emphasize one potentially serious safety concern regarding parking in the proposed building.

The current plans call for access to the garage to be with two car lifts. According to the even the revised plan, there are no ramps for cars to drive directly to their assigned parking spots. What if one of the car lifts in the garage fails? It would take only 5 cars waiting on Sewall Street to get into that garage to back traffic up to Longwood. Imagine the problem at rush hours. Since Longwood Avenue is a key ambulance route to the Longwood medical area, backup from Beacon 1299 parking could have serious consequences for those going to the hospital.

For the sake of safety, we would like to see a revised parking scheme for the garage – one that features a ramp rather than car lifts, which would be subject to reliability concerns and the availability of building personnel to assure safe operation.

We had planned to attend the January 3 meeting where this project was to be discussed, but the date was moved to January 24. Unfortunately, we will be out of town then.

Please consider requiring a ramp rather than the proposed car lift system for the Beacon 1299 project. Perhaps this would mean that the project be further scaled down.

Sincerely yours,

Fred A. Kramer

Evelynne H. Kramer

----- Forwarded message -----

From: "Cindy Goldstein" <[cbgoldstein@comcast.net](mailto:cbgoldstein@comcast.net)>

Date: Wed, Jan 25, 2017 at 10:18 PM -0500

Subject: 1299 Beacon Street hearing

To: "Neil Wishinsky" <[NWishinsky@brooklinema.gov](mailto:NWishinsky@brooklinema.gov)>

Cc: "Alison Steinfeld" <[asteinfeld@brooklinema.gov](mailto:asteinfeld@brooklinema.gov)>

Dear Chairman Wishinsky and Board of Selectmen,

Thank you for your attention to the concerns of the many Brookline residents who will be affected by the proposed 40B project at 1299 Beacon Street.

As a long-time volunteer at the Brookline Food Pantry which serves over 950 households in our town, I am keenly aware of the need for secure and affordable housing. I work with and speak to many people every week who voice their thanks for the support and care that our town extends to those who need help. They appreciate the quality of life, the services, and the sense of safety that living in Brookline allows them. As residents of Brookline, we all appreciate these things.

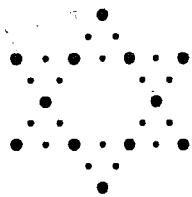
I am writing to express my opinion that *any* project that might be proposed for 1299 Beacon Street that includes a Sewall Avenue parking entrance and exit for 100 cars would pose an extreme safety hazard to pedestrians. Add to that the unpredictability and queuing consequences of car elevators and valet parking plus an inadequate surface parking lot, and the problems are multiplied. For the many reasons already stated at the meeting and in previous discussions of the original plan for 1299 Beacon, the additional traffic caused by the comings and goings of at least 130 residents, many caregivers (This is, after all, an over 55 community.), visitors, shoppers, employees, and delivery workers would imperil the many pedestrians who walk, live, shop, and attend classes and religious services in the neighborhood. And ironically, the same dangers would eventually affect the residents of, visitors to, and shopping patrons at 1299 Beacon should they choose to walk in the neighborhood.

Despite the reduction in number of units and parking spaces, the safety and traffic issues remain just as significant as in the original proposal. And, with the removal of parking for Trader Joe's from the 1299 Beacon site, the need for surface parking in the area will increase, only exacerbating the presence of cars driving down Sewall Avenue in search of a (legal or illegal) parking space.

Having resided in Brookline for over 40 years, my husband and I made a conscious choice to live closer to the heart of Brookline in Coolidge Corner. We never take for granted that we have a unique quality of life here in a town where we can walk everywhere and feel safe. The addition of this proposed building—whether it be a 40B project or not— would compromise all of that. We *all* deserve better.

Sincerely,

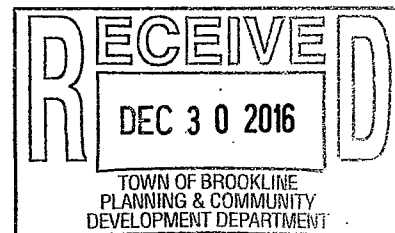
Cindy Goldstein  
70 Sewall Avenue, Apt. 4  
Brookline, MA 02446



10. - 9

# TEMPLE SINAI

A vibrant, progressive community



December 28, 2016

**Rabbi**

Andrew D. Vogel

**Assistant Rabbi for**

**Engagement**

Joshana Meira Friedman

**Rabbi Emeritus**

Frank M. Waldorf

**Education Director**

Heidi Smith Hyde

**Executive Director**

Linda Katz

**Cantorial Soloist**

Cherina Eisenberg

**Officers**

**President**

Nora Abrahamer

**Vice Presidents**

Yuval S. Gilbert

Glenn Kaplan

**Treasurer**

Larry Marks

**Assistant Treasurers**

Jen Katz

Mel Stoler

James Wright III

**Secretary**

Caroline Potter

Neil Wishinsky, Chairman, Board of Selectmen

Alison Steinfeld, Director, Planning & Community Development Department

Town of Brookline

333 Washington St

Brookline, MA 02445

To the Board of Selectmen:

We are writing once again to express Temple Sinai's grave concern about the building project being proposed at 1299 Beacon Street. We have reviewed the revised plan but continue our strong opposition to this building project.

While the size of the 1299 Beacon Street building has been slightly reduced, the proposed building is still out of scale with the rest of the Coolidge Corner neighborhood. The height, size and density of the project continue to be of concern to us.

However, our more significant objection relates to the safety of the people living in the neighborhood, particularly the children who attend Temple Sinai's Religious School.

The address of the proposed building is on Beacon Street, but because the rear of the building faces Sewall Avenue, the project has an equal if not greater impact on Sewall Avenue. The plans for the proposed building indicate that its loading dock and parking access will be from Sewall Avenue. This part of Sewall is a one way, narrow street which is already jammed with traffic and with parked postal trucks and double-parked cars.

Consider Sewall Avenue at the present time. The very popular Trader Joe's market sits at the corner of Sewall and Longwood. The parking lot of that market is so congested that it needs to be monitored by a paid parking attendant. Continuing down Sewall, one sees that it is clogged with postal trucks and the coming and going of postal workers who need to access the rear of the Main Brookline Post Office. (The Main Brookline Post Office is immediately adjacent to the proposed building.) At the end of that short



50 Sewall Avenue, Brookline, MA 02446-5238

office 617.277.5888 • fax 617.277.5842 • school 617.277.5883

office@sinaibrookline.org • www.sinaibrookline.org

block is Temple Sinai. The only entrance to Temple Sinai's Religious School is on Sewall Avenue. In addition to the 160+ children -- pre-schoolers to high school students -- who come down Sewall to attend our Religious School we also rent space to several other schools, including some for toddlers and their parents.

The street is already congested and difficult for public safety vehicles to transverse. Now consider adding to it the loading dock and parking garage for the proposed building. An already congested street could easily become impassable for large segments of each day. At some times, there will be no way for an ambulance or fire truck to get down the street.

The revised design of the project does nothing to address our significant safety concerns about the project. This new construction would worsen an already serious public safety problem. Delivery trucks and the additional cars traveling down Sewall Avenue or waiting to get into the 1299 Beacon's garage cannot be supported by a small street like Sewall Avenue.

Temple Sinai reiterates its strong support for the concept of affordable housing in Brookline. However, the negative impact of this unsuitable project to the current users and residents of Sewall Avenue is substantial. It has the potential for seriously undermining the safety of Temple Sinai's Religious School students and our temple members and we feel the project should not be allowed to move forward.

Once again, we urge you to contact state officials to deny approval for this project.

Sincerely,



Nora Abrahamer  
President



Linda Katz  
Executive Director

officially representing the Temple Sinai community

Cc: Maria Morelli, Brookline Planning Department

December 22, 2016

Neil Wishinsky, Chairman, Board of Selectmen  
 Alison Steinfeld, Director, Planning & Community Development Department  
 Town of Brookline  
 333 Washington St  
 Brookline, MA 02445

To the Board of Selectmen:

We are writing once again to express our objection to the building being proposed at 1299 Beacon Street. While the developer has submitted a revised plan, the new plan remains thoroughly inappropriate in terms of the location, the design, and the continuation of the safety and traffic issues. The project is simply too big when it comes to the vital matters of traffic and safety, given the large numbers of commercial and residential vehicles that would be coming in and out of the project's proposed Sewall Avenue driveway. As you well know, Sewall continues to be a very busy street in general, but is particularly stressed by the comings and goings (and double-parking) of Post Office vehicles and people delivering children to Temple Sinai. This presents real problems for fire and ambulance services, but also pedestrians (given that the sidewalk on the Post Office side is sometimes blocked by multiple Post Office trucks. these problems become even more severe —and dangerous— during winter months, when snow plowing narrows the width of the street.

Again, notwithstanding that the design of the building reduces the size slightly, the proposed building is still out of scale with the rest of the Coolidge Corner neighborhood. The height, size and density of the project continue to be of concern to us. We live at 51A Sewall Avenue and face the Temple. We are directly affected by the Trader Joe's traffic, the parking of postal trucks on Sewall, the double parking of postal office employees and the traffic from the comings and goings at the Temple. It is not unusual for us to not be able to get out of our driveway today because cars are double parked. It is not unusual today for there to be honking cars and upset individuals because of traffic jams and cars blocked into their legal parking spaces because of double parked cars. It is also not unusual today to see cars drive up this one-way section of Sewall the wrong way.

Needless to say, the address of the proposed building is on Beacon Street, but the rear of the building faces Sewall Avenue. The proposal intends to add parking to accommodate more than 75 cars. And given the dual commercial and residential purpose of the project, there will not just be residents coming and going, but a substantial increase in vehicles making commercial deliveries and dropping off shoppers in the proposed Sewall Avenue driveway to the complex. At many times during the day, the situation would resemble that which is encountered at the driveway entrance to Trader Joe's around the corner, which frequently ends up blocking traffic on Longwood Avenue (the proposed driveway and turnaround area at 1299 Beacon would of course be even smaller than that of the Trader Joe's parking lot. And given the backup of traffic on Sewall that exists when there is a red light at the Beacon St.-Charles St. intersection, the gridlock on Sewall from the additional

traffic exiting the 1299 complex would be intolerable. Simply put, Sewall Avenue cannot presently accommodate any significant rise in vehicle traffic.

There is a particular concern with emergency vehicles, as referenced above. Several times, they have been blocked or significantly delayed from coming down the street because of the existing traffic on the street, double-parked cars and postal trucks, and even trucks that have separately pulled up on the curb on our side of the street. In the winter, when it snows, this can become a real nightmare. The plows have no space to push the snow so the legal parking lanes disappear and yet cars continue to park alongside the piled up snow making the street even more narrow.

Meanwhile, for pedestrians, the additional traffic would be a genuine cause for concerns about safety. The sidewalk today in front of the post office cannot be walked on because postal employee cars and trucks park over the sidewalk. The addition of the building means significantly increased foot traffic on the sidewalks which cannot be traversed. The constant driving of trucks on the both sidewalks on each side of the street has resulted in breaks in the sidewalk that are unsafe for individuals generally but particularly for those with wheelchairs or walkers.

The revised design of the project does nothing to address the truly substantial safety concerns about the project. While we have strong support for the concept of affordable housing in Brookline, this is not the place for a building of this size and scale because of safety and traffic concerns.

Once again, we urge you to contact state officials to deny approval for this project.

Sincerely,

Sincerely,

Michele and Malcolm Russell-Einhorn  
51A Sewall Avenue  
Brookline, MA 02446  
michelerusselleinhorn@gmail.com

December 12, 2016

Board of Selectmen  
Brookline Town Hall  
333 Washington Street  
Brookline, MA 02445  
(VIA EMAIL)

RE: Safety & Community Concerns – 1299 Beacon Street 40B Project as Proposed and Revised

Dear Mr. Chairman and Honorable Members of the Board:

We have seen the revised proposal for the 40B mixed-use development at 1299 Beacon. Although we appreciate that the developer has modified the plan in response to some of the Town's questions, we remain concerned that even the modified project will exacerbate unsafe conditions on Sewall Avenue.

Between an extremely busy grocery store, a US Post Office sorting facility, and Temple Sinai's children's programs, the stretch of Sewall Avenue between Longwood Avenue and Charles Street is already very dangerous from a combination of double-parked vehicles, trucks that drive on sidewalks to enable tight turns, and the high volume of pedestrian and bicycle traffic, including families, elderly, and disabled persons. The problems are significantly exacerbated every winter because overnight and double parking of postal vehicles impede the Town's snow removal efforts. These well-known problems are underlined by the bicycle fatality a few years ago, the sorry state of sidewalks (which needed repair again this year), and the chronic difficulty of emergency vehicles to traverse this stretch. Any congestion and circulation issues which impact Sewall additionally impact ambulance access to and from Longwood Medical Area.

The 2 stories of proposed retail space add to the untenable nature of this development, as all access for delivery vehicles and customers is planned from Sewall Avenue. The circulation and parking plans are unquestionably insufficient to support retail and residential needs of the proposed scale; no attention has been given to the substantial volume of refuse that will need to be removed daily from the building.

We embrace efforts to bring affordable senior housing to Brookline, but even the modified development proposed at 1299 Beacon Street significantly exacerbates already unsafe conditions on Sewall Avenue.

The developer has not reached out to neighbors to discuss the plans or how we might work as a community to mitigate the pressing safety concerns the project will engender. We hope there will be additional public hearings to address the abutters' legitimate and serious concerns. Many thanks.

Sincerely,

Ramesh and Lisa Shivdasani  
51B Sewall Avenue  
(508) 982-8793 and (617) 733-6675

cc: Ms. Alison Steinfeld, Director, Planning & Community Development Department  
Ms. Stephanie Orsini, Town of Brookline







# TOWN OF BROOKLINE

## Notice of Hearing

The Brookline Board of Selectmen will hold a public hearing on **January 31, 2017 at 8:00pm** in the **6<sup>th</sup> Floor Selectmen's Hearing Room** to review an application for site approval that was submitted by The Coolidge Residences at Brookline LLC to MassHousing in accordance with M.G.L c.40B to construct a residential building at **8-10 WALDO STREET**. The Board will hear a preliminary project presentation from Chestnut Hill Investment LLC followed by public comment on the matter. No formal application to the Town has been submitted at this time and the purpose of this hearing is to provide organized Town feedback to MassHousing during site approval review of this proposed development.

**Preliminary project plans are available on the Brookline Town website at:**

<http://www.brooklinema.gov/DocumentCenter/View/10783>

The Applicant is currently proposing to replace the existing parking garages located at 8-10 Waldo Street with a twenty one-story building to include:

- **320 residential units (64 affordable and 256 market rate)**
- **333 off-street parking spaces located on one level of at-grade parking and two levels underground**

A detailed agenda for this Board of Selectmen Hearing can be found on the monthly Town Calendar (<http://www.brooklinema.gov/>). Please check this agenda for a specific start time to this agenda item.

Please direct any questions to:

***Polly Selkoe, Assistant Director for Regulatory Planning***

***[Pselkoe@brooklinema.gov](mailto:Pselkoe@brooklinema.gov)***

***617.730.2126***



## **FY2018 OBJECTIVES\***

*\*In no particular order.*

1. To continue to observe and implement policies and practices to ensure long-term financial sustainability, including:
  - the recommendations of the Override Study Committee, as adopted by Resolution in March, 2008.
  - the recommendations of the Efficiency Initiative Committee and OPEB Task Force, where feasible, and to explore new opportunities for improving productivity and eliminating unnecessary costs.
  - fiscal policies relative to reserves and capital financing as part of the ongoing effort to observe sound financial practices and retain the Aaa credit rating.
  - efforts to enter into PILOT Agreements with institutional non-profits along with an equitable approach for community-based organizations.
  - support of the business community and vibrant commercial districts.
2. To develop and implement a CIP that addresses the school space pressures brought on by the dramatic increase in K-12 enrollment, that at the same time preserves other high-priority projects:
  - to continue major public projects in progress, including the Devotion School, Municipal Service Center renovations, Water and Sewer infrastructure improvements, Brookline High School, the Ninth K-8 project, and Brookline Reservoir Park.
  - to complete major public projects in various stages of planning, including Brookline High School, a Major K-8 project, Gateway East/Village Square, Emerson Garden playground, Corey Hill park, and the fire training and maintenance facility.
  - to complete Coolidge Corner Library renovations.
  - to continue to invest in technology and energy efficiency projects that yield long-term operating budget relief.
  - to upgrade the fleet of parking meters.
3. To continue to work with the School Committee on the development and execution of a comprehensive plan to address the space and enrollment needs in the schools.
4. To continue the Town/School Partnership as the means of budgetary planning for financial issues that span municipal and school interests.
5. To integrate diversity and inclusion into the Town's business objective of providing excellent government services.
6. To continue to provide leadership and support to the Town Administrator, the Diversity, Inclusion and Community Relations Office, Boards and Commissions and other community stakeholders in collaborative efforts to implement meaningful diversity and inclusion initiatives.
7. To work closely with the Town Administrator and the Human Resources Office to establish effective recruitment networks to ensure broad and diverse recruitment pools for highly qualified individuals to serve the Town; while meeting its objective of creating a strategic succession plan, achieving a diverse management and leadership body.
8. To increase our measurement tools building on the metrics established by the Professional Diversity Network.

## 12. - 2

9. To support the Diversity, Inclusion and Community Relations Office, and the commissions it supports, to advance, promote and advocate for the human and civil rights of all through education, awareness, outreach and advocacy.
10. To conduct labor contract negotiations for equitable settlements, in conjunction within the Town's ability to pay as shaped by the objectives noted above, and to negotiate an agreement with the Public Employee Committee to provide quality employee health insurance benefits recognizing the Town's ability to pay and consistent with the practices of similar municipalities.
11. To continue to provide leadership to Brookline CAN- Community Aging Network.
12. To provide a variety of interesting daily/diverse programs at the Senior Center.
13. To continue to explore efforts on diversity to ensure all elders are served with particular emphasis on Spanish, Mandarin, Cantonese, and Russian speaking elders.
14. To ensure compliance with the provisions of the Americans with Disabilities Act.
15. To provide high quality, affordable homecare to Brookline elders and their families.
16. To provide leadership for the Town's efforts to reduce energy use and its impact on the environment:
  - to explore solar energy generation opportunities on Town buildings.
  - to identify and pursue, with the assistance of other municipal departments, energy efficiency improvement and funding opportunities for municipal buildings; including, but not limited to, the pursuit of net zero emissions for a Ninth K-8 School and other municipal buildings.
  - to complete the Town's LED Streetlight project.
  - to participate in and support the Climate Preparedness Task Force together with other municipalities of the Metropolitan Mayors Coalition.
17. To commence a Community Choice Electrical Aggregation Program and contract for electric supply for Brookline residents and businesses as authorized by M.G.L. 164, Section 134.
18. To increase the use of renewable resources and corresponding decreased use of carbon dioxide emitting sources for the generation of electricity for Brookline participants in the Community Choice Electrical Aggregation Program.
19. To continue to plan for a for a climate vulnerability assessment focused on the risks to local resources from climate change.
20. To expand technology utilization through the improvement and promotion of the BrooklineMA.gov website, BrookOnLine portal, mobile applications and supporting departmental initiatives such as:
  - using ClearGov to visualize the open checkbook and to give a comprehensive financial overview.
  - continuing to promote paperless billing options and online payments.
  - working toward improving and promoting departmental performance.
  - full implementation of pay by cell parking technology.
21. To ensure Brookline continues to invest in Public Safety related technology including:
  - supporting the Police Department's utilization of data sharing applications and tools to ensure effective and immediate availability of key Public Safety related information.

## 12. - 3

- assisting the Fire Department in the utilization of technology to improve firefighter safety, to re-engineer business processes, and improve intra-departmental communication.
  - implementing the findings of the study of the Public Safety Computer Aided Dispatch (CAD) system.
22. To continue to coordinate the archiving and disseminating of information relative to the visual resources held by the Department; explore mechanisms to work with the Library Department and Town Clerk to consolidate resources and develop a plan to effectively and efficiently preserve the Town's heritage.
  23. To continue and ultimately expand the Hubway regional bike share system in Brookline by collaborating with Motivate International, Inc. and the Cities of Boston, Cambridge, and Somerville, and other municipalities that enter the program, as the parties seek to transition the system to a privatized model.
  24. To integrate Hubway support in zoning provisions for new developments, to continue the expansion of the program.
  25. To continue to provide staff support to the Zoning Board of Appeals by working with Comprehensive Permit applicants to accommodate adjustments to their proposed projects in order to better address neighborhood and municipal needs within the constraints of Chapter 40B.
  26. To prioritize the creation and maintenance of affordable housing, while balancing other community needs and concerns, including racial integration.
  27. To continue to review plans for the rehabilitation/stabilization of the Town's cultural resources, including aluminum street signs, the Old Burying Ground, the Devotion House, Putterham School, Brookline Reservoir Gatehouse and Park, Walnut Street Cemetery, Larz Anderson Park and the Riverway/Olmsted Park.
  28. To work with Selectmen-appointed committees to examine a potential rezoning of:
    - the block bounded by Pleasant, John, Green, Harvard and Beacon Streets.
    - the Holiday Inn property at 1200 Beacon Street.
  29. To complete the Major Parcel Study to create a plan for the future of major private parcels as well as underutilized municipal parcels in order to respond to the needs identified in the Strategic Asset Plan.
  30. To oversee the New England Treatment Access, Inc. medical marijuana dispensary in Brookline.
  31. To work closely with the Police and Fire Chiefs and the Town's Emergency Management Team to prepare for emergencies, including possible Avian Flu Epidemic, Ebola cases, and bio-terrorist attacks.
  32. To provide guidance to the Police Department to ensure an appropriate balance between public safety needs and the rights of individuals and to continue to monitor policy considerations such as Citizen Complaints and the Video Camera Monitoring system.
  33. To implement the changes in policies and procedures for the issuance of alcohol and food licenses as recommended by the Licensing Committee.
  34. To assure opportunities for continued growth of the restaurant industry in Town by continuing efforts to extend the Town's liquor license quota.
  35. To continue to monitor service quality performance of both Comcast and RCN.

36. To work through the Department of Public Works to ensure National Grid documents gas leaks throughout the community, grades them by severity, and undertakes appropriate mitigation and restoration actions.
37. To work with National Grid to ensure they document gas leaks throughout the community, grade them by severity, and undertake appropriate mitigation and restoration actions.
38. To implement an Automated Waste Collection System using wheeled carts for municipal solid waste.
39. To pursue “Complete streets” designation in future projects.
40. To continue to explore options to rectify inequities inherent in the Norfolk County structure.
41. To strengthen relationships with Boards and Commissions.
42. To provide Town resources and support to committees concerning the new public records law.
43. To form the following Selectmen’s Committees as a result of Town Meeting:
  - a. Tobacco Control
  - b. Police Officer Training of Dangerous Dogs/Animals
  - c. Online Posting of Police Reports
  - d. Senior Tax Relief
  - e. Kent Street Lot
  - f. Tree Protection
  - g. Coolidge Corner Study Committee
44. To adopt appropriate regulations on the sale of so-called recreational marijuana and the siting of recreational marijuana retail establishments that address health and public safety concerns while collecting appropriate revenue and minimizing unreimbursed expenses on the Town.
45. To continually evaluate the operational and financial merits of contracted services to see if the Town would be better served by bring the services in-house.
46. To advocate for increases in state funding in order to alleviate pressure on the Town's budget. In particular increased funding for: Ch. 70 Educational Aid; Ch. 90 Road Improvement Aid; Unrestricted Government Aid